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MIJENIX™

ZipMagic 2000

USER GUIDE

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ZipMagic® 2000

User's Guide

PN: 05-00030-000

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ABOUT THIS MANUAL

This manual uses a number of conventions that make it easier to read and understand.

NOTE *Notes contain additional information that may not directly relate to the current text, but is important to know.*

WARNING *Warnings contain important information that you must be aware of to avoid possible system problems.*

The term "click," as in "Click **Next** to continue" means that you move the mouse pointer over the specified area on your screen, and click with the left mouse button.

The term "right-click", as in "Right-click on the tray icon" means that you move the mouse pointer over the specified location and click the right mouse button.

WHAT YOU NEED BEFORE INSTALLATION

To install ZipMagic 2000, you need the following:

- A 486, Pentium or faster PC (Pentium or faster is recommended).
- Windows 95, 98, 2000 or NT 4.0 or above.
- 8 Megabytes RAM (16 Megabytes RAM for Windows NT)
- CD-ROM drive.
- At least 11 megabytes of free space on your hard disk.

WHAT YOU'LL FIND IN THIS PACKAGE

When you open the ZipMagic 2000 package, check to be sure you have everything. If your package is missing anything (it shouldn't be), call the Customer Service number on the back of this manual and let your customer representative know immediately. The package should include:

- ZipMagic 2000 CD
- Registration card
- User Guide

GETTING HELP

THIS MANUAL

This manual will get you started installing and using ZipMagic 2000. It provides an introduction and explanation of the ZipMagic 2000 tools and capabilities, and describes how to use each one.

ONLINE HELP

The ZipMagic 2000 online help system is available by several access methods:

- Select the Help Topics item from the **Help** menu.
- At any dialog box, click on the help button.
- At any dialog box, move the mouse pointer over the field in question. Many fields will display a yellow text box describing that field.

MIJENIX™ WEB SITE

At the Mijenix web sites, you can send email to our customer support team or order other Mijenix and Ontrack products.

www.mijenix.com

www.ontrack.com

TECHNICAL/CUSTOMER SUPPORT

Free technical support is available for 90 days from the date you purchase ZipMagic 2000. Please contact us if you have any ZipMagic 2000 questions or problems. We would also be pleased to hear from you if you have suggestions or special requests regarding any of our products.

You may email our support staff at *support@mijenix.com*. Or, if you are not on the Internet, our support staff is available by telephone M-F from 8:00 am to 5:00 pm Mountain Standard Time at (303) 245-8000. Our fax number is (303) 245-8111.

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Chapter 1: Welcome to ZipMagic 2000

Welcome to ZipMagic 2000! You have purchased the most innovative, powerful and easy-to-use file compression program around. This coordinated set of Zip utilities incorporates features that make file compression and uncompression a breeze.

ZipMagic allows you to display zipped files as Windows folders, *PLUS* it provides an interface for you to zip files in a more conventional way. Because of this, you should read through at least the first part of this manual so you understand the full power and ease of this product.

ZipMagic gives you a choice of zipping methods:

- **ZipFolders**

  ZipMagic provides a revolutionary and easy way to create and modify zipped files without manually zipping or unzipping them. This patented Dynamic File System Enhancement™ (DFSE) technology is the only Zip compression product that actually enhances the Windows operating system.

- **ZipWindow**

  The ZipMagic main window (ZipWindow), gives you a complete, integrated interface for zipping, unzipping, viewing and using zipped files. It also provides a number of wizards with easy, step-by-step dialogs for performing common (and not-so-common) tasks.

FULL ZIP SUPPORT

ZipMagic 2000 has a full range of Zip commands to handle all of your Zip needs. There are commands to compress, extract, repair, convert, test, and edit the comments of Zip files. ZipMagic can also make self-extracting executables, directly and by converting existing Zip files.

You can create:

- Zip files (compressed files)
- Self-extracting executables (zipped files that know how to unzip themselves). You can span these over several floppies, or you can create them in "chunks" for easier emailing.

You can also:

- Run programs directly from Zip files without unzipping
- Add and remove files in Zip files
- Preview and extract files from Zip files
- Convert Zip files to self-extracting executables
- Zip-and-Send files via email
- Download and extract zipped files quickly and easily
- Convert compressed files from other formats to zip format
- Zip, unzip, and create self-extracting zip files via command line programs
- Create backup sets to compress and back up important files
- ...and more!

INTRODUCTION TO FILE COMPRESSION

The first time you ever received a compressed or "zipped" file via email, or someone gave you a zipped file on a diskette, you might have been completely confused. The file might have had a .zip extension, or a .exe extension, or it could have had any of a host of other extensions (.arc, .arj, .lzh, .lha, or others). If you had never seen a file like that before, you probably had no idea what to do with it.

As you may know, many people compress files before emailing them. Furthermore, almost all files you download from the Internet are compressed in one form or another. Otherwise, those downloads that take an hour might take 5 to 10 times longer. File compression is a common tool of the computer world, and particularly the Internet, so it's critical to know how to compress and uncompress files.

Well, now that you've installed ZipMagic 2000, you're on the road to being an expert compressed-file creator, extractor, and user.

FILE COMPRESSION PRIMER

This section is a primer for novices in the field of file compression. In this chapter, we'll introduce the concept of file compression, the types of compressed files, the concept of uncompressing files, and what self-extracting executables (sometimes known as self-extracting zips) are.

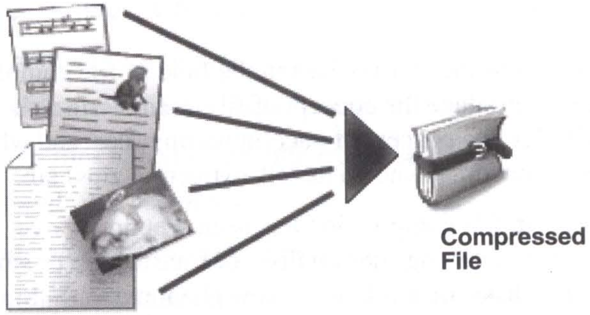
Believe it or not, file compression has been around for over 20 years. It was used mostly for archiving files on disk, or transferring or storing files to diskette ("zip" disks are a relatively new phenomenon). Since diskettes are limited to about 1.4 megabytes, any file could be no larger than that to fit on the diskette. Furthermore, if you had lots of files to copy to diskette, sometimes those files took up lots of diskettes. Compressing the files often meant using one diskette instead of ten.

Another reason for compressing files was to save space on the hard drive. Although not such an issue these days, disk space used to be very limited, and often people "zipped" files they weren't using into a zip file. When they needed the zipped files, they "unzipped" the files.

These days, almost any file you download from the Internet is compressed in some way. This is to minimize download time and to easily transfer large numbers of files within one compressed file. It is inconvenient, risky, and time-consuming to try to transfer a group of files over the Internet. The more files you transfer, the longer it takes, the higher the chances of receiving a corrupted file, and the more potential you have for confusion. Putting all the files into one compressed file reduces that risk, reduces download time, and simplifies the process (one file is much easier to download than 20 files).

HOW DOES COMPRESSION WORK?

There are different compression *algorithms*, but essentially it's a mathematical formula that scans the data in the file for compressible information. For example, any repeating pattern can be represented once. If you have a digitized picture in bitmap format (.bmp), it may have lots of solid colors. Since a solid color is essentially a bunch of same-color pixels, the compression program can represent any solid color with a few symbols that tell it what the color is and how many times it is represented in the patch of color.



Almost any type of file can be compressed, even different types of files in the same compressed file

THE FIRST TYPE: STANDARD COMPRESSED FILES

A standard compressed file contains one or more files that were compressed into a single file. In order to un-compress that file, you need either the same program that compressed it, or another program that understands that particular compression format. There are many compressed file formats. The ZIP format is the most common compressed file format for the PC, but there are others such as ARJ, ARC, and PAK.

For standard compression, most of the compression programs work in basically the same way; some are just more efficient or faster than others. Any file you see with a .zip extension is most likely a compressed file in the Zip format. When you hear someone talking about "zipping a file", they mean that they are compressing a file into the Zip format, thus creating a separate, smaller file with the .zip extension.

THE SECOND TYPE: SELF-EXTRACTING EXECUTABLES

Self-extracting executables, or self-extracting zip files, are a very useful type of compressed file. This type of file not only contains the compressed files—it can also extract those files itself. You don't need any additional zip software to extract the compressed files—you just double-click on it as you would on any program. This is particularly useful if you are sending files to someone who may not have Zip software.

USING ZIP FILES

Although ZipMagic makes working with zip files almost transparent, you should be aware of potential problems. We recommend that you NOT zip files that you use and modify frequently. Zipping and unzipping frequently-accessed files actually increases the chance that they may become corrupted or unreadable. Rather, zip files that you will not be using daily.

Also, we recommend that you not zip programs that are already installed. If you want to use programs in a zipped format, you should install them into a zip folder, rather than trying to zip an already-installed set of program files.

A NOTE ABOUT GRAPHICS FILES

Graphics files on the Internet are generally found in one of two formats: GIF (Graphical Interchange Format), or JPEG (Joint Photographic Experts Group). These are graphics formats that are already compressed, which makes them ideal for Internet use. GIF format is most used for standard graphics, while JPEG format is used most often for photographs and photo-realistic images.

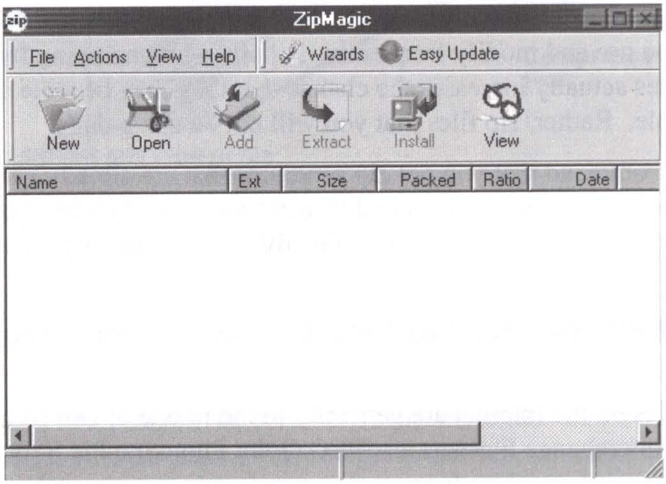
You will notice, though, that if you try zipping these images, they hardly compress at all, since they're already compressed.

ZIPMAGIC 2000 FEATURES

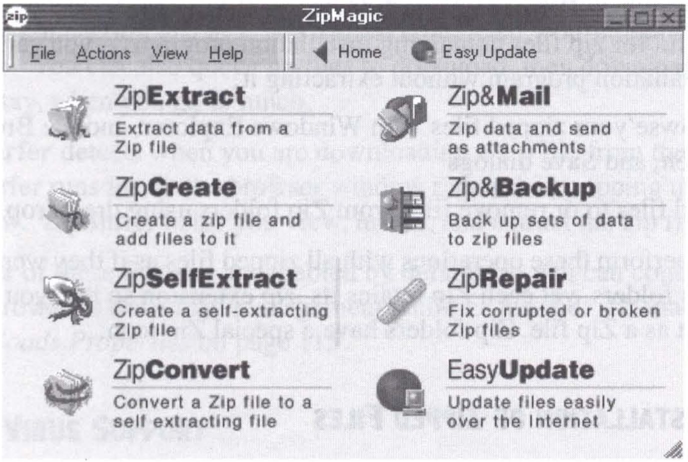
ZipMagic 2000 consists of several components that all tie together. The "magic" of ZipMagic is that it integrates smoothly and transparently with your Windows system. Install ZipMagic, and, voillà! You have several ways you can zip and unzip.

ZIPWINDOW: AN EASY TO USE INTERFACE

You can display ZipMagic's ZipWindow directly from the Start menu. This is where you access many zip and unzip features, as well as a set of wizards that step you through key processes. This dialog box opens up looking something like the following (may be slightly different depending on the version of software you have):



From this interface you can create or open zip files, add, delete, extract (unzip), view files inside the zip files. You can also access the easy-to-use wizards available within ZipMagic, simply by clicking on the Wizards button. You will then see the wizard window, similar to the following:


ZipMagic
File
Actions
View
Help
Home
Easy Update
ZipExtract
Extract data from a Zip file
Zip&Mail
Zip data and send as attachments
ZipCreate
Create a zip file and add files to it
Zip&Backup
Back up sets of data to zip files
ZipSelfExtract
Create a self-extracting Zip file
ZipRepair
Fix corrupted or broken Zip files
ZipConvert
Convert a Zip file to a self extracting file
EasyUpdate
Update files easily over the Internet

ZIPFOLDERS: USING WINDOWS TO ZIP YOUR FILES

ZipMagic can also work at the level of the operating system, in the background where you don't see it. It enhances Windows by:

- Presenting Zip files as standard Windows folders
- Performing on-the-fly compression and decompression at the operating system level whenever compressed data is accessed

This patented technology is called ZipFolders. ZipFolders allows each zip file to appear—to both you and to other programs—as a normal folder of uncompressed files. Whenever compressed data is loaded, ZipMagic automatically decompresses the file for normal use. Likewise, when you save a file to a Zip folder, ZipMagic automatically compresses the file before adding it or returning it to the Zip folder. The result is that you can add, remove, or change zipped data as easily as any uncompressed data. You can:

- Treat zipped files as folders
- Retrieve, modify, and save zipped files

- Perform standard file operations on zipped files, including drag-and-drop in Windows, copy, cut, and paste.
- Run a zipped program right from inside the zip file. This is particularly useful for zip files containing installation programs—you can run the installation program without extracting it.
- Browse your zipped files with Windows Explorer, and the Browse, Open, and Save dialogs
- Add files to or remove files from Zip folders using drag/drop

You can perform these operations with all zipped files as if they were ordinary Windows folders, yet each Zip retains its *.zip* extension so that you can identify it as a Zip file. Zip folders have a special Zip icon.

EASY INSTALLATION OF ZIPPED FILES

The EZInstall feature gives you automatic installation of zipped files, and it even runs the setup program for you.

EMAIL SUPPORT

ZipMagic comes with special "plug-ins" (programs that enhance other programs) for major email programs. These plug-ins give you capabilities beyond the usual email send/receive features. But even if you don't have one of the supported email programs, you can still easily zip and send email attachments, and unzip attachments you have received.

INTERNET DOWNLOAD SUPPORT

You can choose either of two ways to manage your Internet downloads: via DownloadMagic, or via ZipSurfer.

DownloadMagic detects when you are downloading any type of file you want from the Internet using either IE or Netscape browsers, and it pops up a separate window that allows you to manage your downloads outside the browser window.

One advantage of DownloadMagic is that in many instances, it can resume a crashed download, from the point where the disconnection occurred, keeping the file intact. If you've ever spent an hour or two downloading a file, then lost the connection just as it was almost completed, you'll appreciate this feature. You can also queue up files to download, then download them all at once, say, when you go to lunch.

ZipSurfer detects when you are downloading a zip file from the Internet. ZipSurfer runs inside the browser window rather than popping up its own window. ZipSurfer helps you view, install, and extract the zip file.

Neither of these features are enabled by default; so you can continue to use your browser's download management facilities instead. To enable them, see *Downloads Properties* on page 115.

ANTI-VIRUS SUPPORT

There are several levels of anti-virus protection. You can automatically scan zipped files before unzipping them, using your favorite virus scanner.

With ZipMagic enabled (see *Chapter 3:ZipFolders: The "Magic" in ZipMagic*), you can treat zip files as though they were standard Windows folders, which means that your virus scanner also sees zipped files as folders whenever it is active. Thus, you have the ability to scan files inside zip files, and furthermore, you can scan zip files that are *inside* zip files.

COMMAND LINE FOR ENTERING TEXT COMMANDS

If you're a DOS user from way back and prefer entering text commands rather than clicking on buttons, you will like the ZipMagic 2000 command line. Pop up the command line, and type in the zip and unzip commands and parameters. See *Chapter 12:The Command Line* for more information.

ZIP FILE INTEGRITY TEST AND REPAIR

Want to verify a zip file's integrity or repair a corrupted zip file? You can do both using the ZipRepair Wizard, available from the ZipWindow, the context menu, or the programs menu.

SUPPORTED COMPRESSION FORMATS

In addition to the Zip format, ZipMagic can decompress or convert to a Zip file the following compression types and email attachments:

Compression Types	Email Attachments
• ARC • ARK • ARJ • CAB • DWC • GZ • LHA/LZH • PAK • RAR • TAR • TAZ • Z • ZOO	• UUEncoded • XXEncoded • MIME/ Base 64 • BinHex

SYSTEM REQUIREMENTS

The following table details the minimum system requirements to operate ZipMagic 2000:

	Windows 95/98	Windows NT/2000
Required RAM	8 MB	16 MB
Recommended RAM	16 MB	32 MB
Free disk space	11 MB	11 MB

CUSTOMER SUPPORT

Please contact us if you have any questions or problems not answered in this guide or in the online help, or if you have suggestions or special requests regarding ZipMagic. Use any of the following means to contact us:

Telephone: (303) 245-8000
Fax: (303) 245-8111
Email: support@mijenix.com
WWW: http://www.mijenix.com/

Mail:

Mijenix / Ontrack Data International
3030 Sterling Circle
Boulder, CO 80301-2338 USA

Note that our business hours are weekdays 8 a.m. to 5 p.m., United States Mountain time.

When reporting a difficulty, please include any information that might help us diagnose the problem. The following details are often the most helpful:

- The software and version you are using

- The version of Windows that you are running
- The circumstances and sequence of steps that led to the problem
- The text of the error messages (if any appeared), and the contents of the **Details** message box
- A list of other Windows programs you are running, such as anti-virus software, when the problem occurred.

Chapter 2: Getting Started

This chapter describes how to install and un-install ZipMagic 2000, and it gives directions for performing some common zip tasks. For detailed instructions on a specific topic, see the subsequent chapters.

INSTALLING ZIPMAGIC 2000

If you already have an evaluation version of ZipMagic 2000, we recommend that you un-install that version first.

Follow these steps to install ZipMagic 2000.

1. **Insert the ZipMagic 2000 compact disc into your CD-ROM drive.** If your computer is set to Autorun, it will automatically run the installation program. If not, open the **Run** dialog and type *D:\ setup.exe* (if D: is your CD-ROM drive), and then press **Enter** or click **OK**.

NOTE

To install ZipMagic 2000 in Windows NT (but not to run it), you must have Administrator privileges.

2. **Follow the on-screen instructions.**

   We recommend installing ZipMagic 2000 to the default path, *C:\Program Files\ZipMagic*. You may install it elsewhere, but you should install it to the drive on which Windows is installed (which is usually `C:`), although not in the Windows folder itself.

The ZipFolders option of ZipMagic will not run if installed on a network server.

Dual boot users, who run more than one version of Windows on their system, can conserve disk space by installing both versions of ZipMagic 2000 to the same folder.

At this point ZipMagic files will be copied to your hard drive.

3. **Read the ReadMe file.** At the conclusion of the installation, the **ReadMe** file will appear. This file contains the latest information on any updates or modifications that were made to ZipMagic 2000 since this guide was printed.

During the installation process, ZipMagic files are copied to the destination directory, and a **ZipMagic** group appears, displaying the icons of various ZipMagic files. ZipMagic will then start at the end of the installation procedure.

UNINSTALLING ZIPMAGIC 2000

From Windows, select **Start→Programs→ZipMagic 2000→ZipMagic Uninstall**.

Confirm your decision by clicking **Yes, remove ZipMagic.**

NOTE

Because zipped files are more cumbersome to use with other Zip tools, you may wish to first decompress your Zip files, particularly if you use them as Zip folders.

UPDATING ZIPMAGIC 2000

If you have Internet access, you can effortlessly update ZipMagic with EasyUpdate. EasyUpdate automatically connects to the download site, checks for a more current version of ZipMagic than yours, and if there is a more current version available, downloads and installs it.

If you have other products by this company, EasyUpdate also notifies you if there are more recent versions of those available as well.

1. If you have a modem connection to the Internet, make sure you are dialed in.

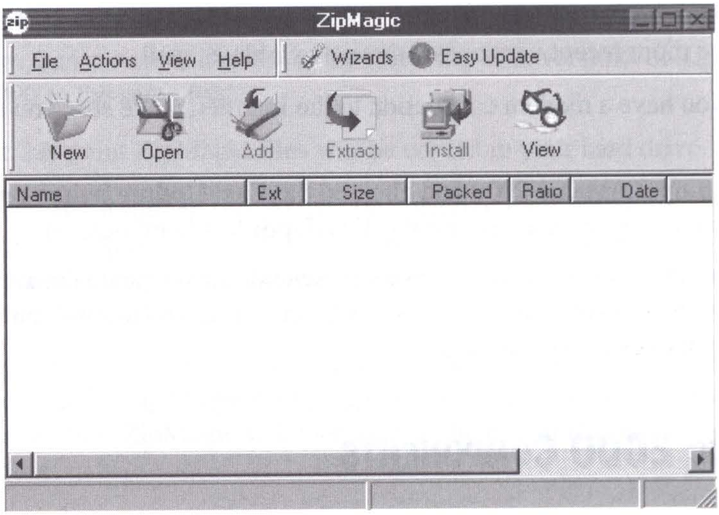
2. Start up ZipMagic 2000 and click on the **EasyUpdate** button on the launchbar (you can also use the **EasyUpdate** wizard button).
3. Read and follow the instructions presented. EasyUpdate detects whether any updates are available, presents them to you, and allows you to choose which ones to download.

ZIPMAGIC 2000 COMPONENTS

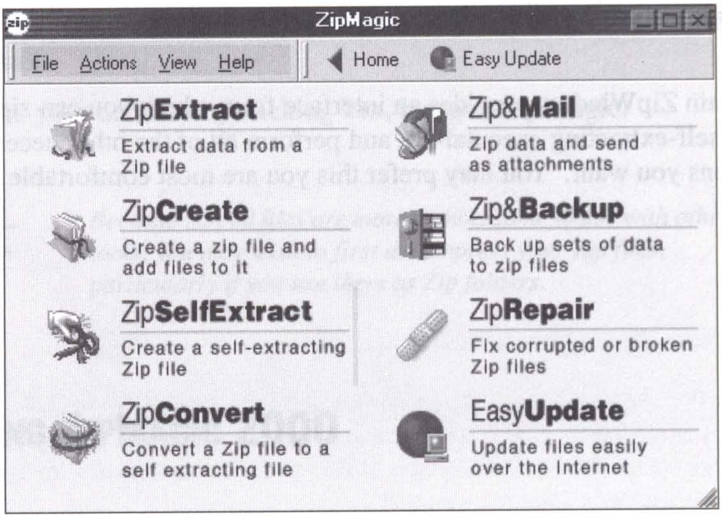
ZipMagic comes in several components. Depending on your needs, you choose which component to use.

ZIPWINDOW: THE INTERFACE WITH THE MOSTEST

The main ZipWindow provides an interface from which you can zip, unzip, create self-extracting executables, and perform all of the other necessary zip functions you want. You may prefer this you are most comfortable zipping and unzipping from this type of interface (as opposed to zipping directly from the Windows Explorer).



If you click on the Wizards button, you see a group of wizard buttons, from which you can perform many basic Zip tasks:


ZipMagic
File
Actions
View
Help
Home
Easy Update
ZipExtract
Extract data from a Zip file
Zip&Mail
Zip data and send as attachments
ZipCreate
Create a zip file and add files to it
Zip&Backup
Back up sets of data to zip files
ZipSelfExtract
Create a self-extracting Zip file
ZipRepair
Fix corrupted or broken Zip files
ZipConvert
Convert a Zip file to a self extracting file
EasyUpdate
Update files easily over the Internet

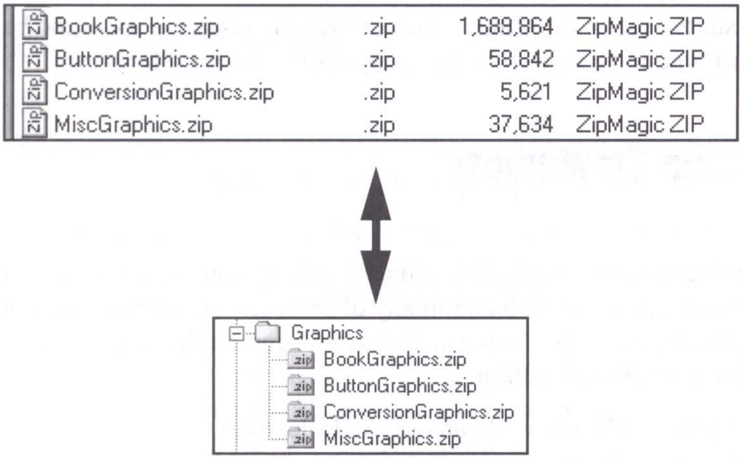
Each of these Wizard buttons leads you through a specific process, with additional information available at every step with the touch of a **Help** button.

To return to the ZipWindow display, click the **Home** button.

For detailed information on how to navigate through the ZipMagic ZipWindow, see *Chapter 4:ZipWindow*.

ZIPFOLDERS – TREATING ZIP FILES AS FOLDERS

ZipFolders is part of the "magic" behind ZipMagic. It causes zip files to appear as folders in the Windows Explorer, Windows "My Computer" view, and PowerDesk.



BookGraphics.zip	.zip	1,689,864	ZipMagic ZIP
ButtonGraphics.zip	.zip	58,842	ZipMagic ZIP
ConversionGraphics.zip	.zip	5,621	ZipMagic ZIP
MiscGraphics.zip	.zip	37,634	ZipMagic ZIP

Graphics
- BookGraphics.zip
- ButtonGraphics.zip
- ConversionGraphics.zip
- MiscGraphics.zip

Because it works at the level of the operating system, ZipFolders operates in the background, where you don't see it working. Using only Windows (or an MS-DOS window) you can

- Retrieve, modify, and save zipped files
- Perform any file operation on zipped files
- Run some zipped programs, such as installation programs
- Browse your zipped files with Windows Explorer, and the Browse, Open, and Save dialogs

- Add files to or remove files from Zip folders

You can perform these operations with all zipped files as if they were ordinary Windows folders, yet each Zip folder retains its *.zip* extension so that you can identify it as a Zip. Zip folders have a special Zip icon.

NOTE *Files and folders that are modified and used frequently should not be zipped. Zipping and unzipping frequently could actually increase the chance of corrupting them or making them otherwise unreadable.*

Once you have installed ZipMagic 2000, you may want to become familiar with some of the main functions available to you. This section describes how to perform basic zip, extract, email file, and other functions. This section will get you started using ZipMagic. The subsequent chapters detail the basic zip and unzip functions, as well as the many more advanced functions.

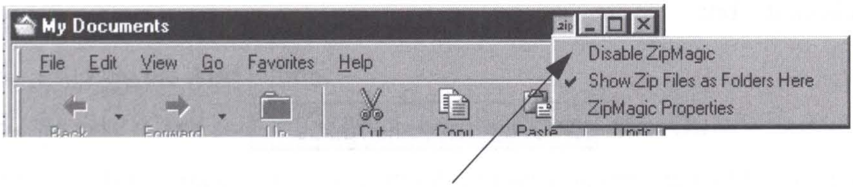
STARTING UP ZIPWINDOW

The ZipMagic main window, ZipWindow, allows you to perform standard zip and unzip functions, as well as run any of several wizards that step you through basic processes. You can also access and modify the ZipMagic properties via the ZipWindow.

To display the ZipWindow, do any of the following:

- Double-click on the ZipMagic 2000 icon on your desktop. (This was installed when you installed ZipMagic).
- Double-click on the ZipMagic taskbar icon.
- Select ZipMagic 2000 from the Windows Start menu.
- Select **Start→Programs→ZipMagic 2000→ZipMagic**.
- Double-click on the Zip icon in the Windows system tray.

The Quick Access icon is displayed in the banner of a number of Windows-based programs, including the Windows Explorer and standard windows.



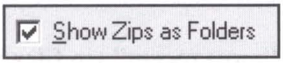
ZipMagic Quick Access Icon and Menu

Just click on this icon to display the quick access menu, from which you can enable/disable ZipFolders, display ZipMagic properties, or just enable ZipFolders for the current window.

STARTING UP ZIPFOLDERS

If you're serious about zipping and unzipping and you know how to use the Windows Explorer, ZipFolders will be a special boon to you.

In order to access ZipFolders, you must have the properties item


☑ Show Zips as Folders

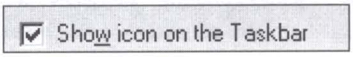
checked. You can access this by selecting **View—>Properties** from the ZipWindow menu, then clicking on the **ZipFolders** button.

Once this option is checked, a number of different options suddenly become available for customization. Most importantly, though, the ZipFolders icon becomes enabled in the system tray.

The system tray is the collection of icons that remains on your Windows display. Usually the system tray is in the bottom right corner of your screen. If the ZipMagic icon is visible, it will look like this: (enabled):

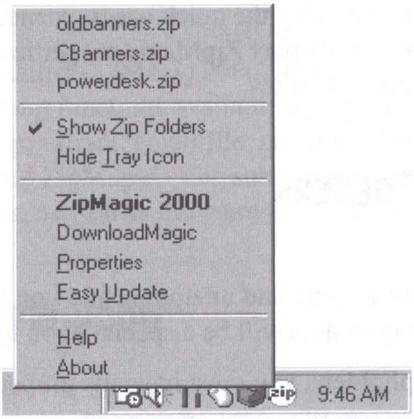
Or this (disabled):

If the icon is not there, change the properties to make it visible. You can access this by selecting **View→Properties** from the ZipWindow menu, and check the box:



☑ Show icon on the Taskbar

Right-click on the ZipMagic icon to display the tray menu



From here, you can open "most recent" zip files/folders, enable or disable ZipMagic, and perform other functions.

ZIPPING FILES FROM ZIPWINDOW

This section describes how to create a new zip file from ZipWindow, and add files to it.

1. Start up ZipMagic's ZipWindow.
2. In ZipWindow, click on the **New** button.
3. Enter the name of a new zip file, and browse to the location on disk where you would like to store it. If you are creating a large zip file for diskette or other removeable media, use that drive (a: is usually the floppy diskette

drive). This way, ZipMagic automatically spans the zip file to multiple disks if the file is too large to fit on one.

4. Click **Ok**.
5. Click on the **Add** button.
6. Browse to and select the files to be zipped, then click **Ok**.

SHORTCUT: You can also drag and drop files into the ZipWindow display.

UNZIPPING (EXTRACTING) FILES FROM ZIPWINDOW

1. In ZipWindow, click on the **Open** button.
2. Browse to the location of the zip file and select it. Click **Open**.

3. In the ZipWindow display, select the files you wish to unzip.
4. Click on the **Extract** button.
5. At the Extract window, browse to the location you would like to unzip the files to. Change the information in the window as necessary, and click the **Extract** button.

ZIPPING FILES FROM THE CONTEXT MENU

This section describes how to create a new zip file from the Windows context menu, and add files to it.

1. In Windows Explorer or other Explorer-type program, select the file(s) to include in the new compressed file.
2. Right-click on any of the selected files, and select **ZipMagic—>Zip** from the pop-up menu. If the **ZipMagic** item is not there, just select **Zip**
3. Tell ZipMagic where you want to put the file, and enter a name for it in **Destination Zip File**.

4. (Optional) Check any options you want to specify (path information, etc.).
5. Click **OK**.

ZIPPING FILES WITH THE ZIPCREATE WIZARD

This section describes how to use the ZipCreate Wizard to create a new zip file and add files to it.

1. In ZipMagic's ZipWindow, click on the **Wizards** button to display the wizards.
2. Click on the **ZipCreate** wizard button.
3. Browse to the location of the files you wish to zip, and select them. Click **Ok**.
4. Browse to the location you want to put the zip file on disk. In the File name field, enter the name of the new zip file. example: myzip.zip. Click **Ok**.
5. The results window shows the final outcome of the zip operation, as well as the location and size of the new zip file.

UNZIPPING A FILE WITH THE ZIPEXTRACT WIZARD

This section describes how to open an existing ZIP file using the ZipExtract wizard, and extract files from the open file to the disk or other media.

1. Start up ZipWindow and display the Wizards. Click on the **ZipExtract** wizard button.
2. You can use any of the tabs: **Autofind**, **Navigate** or **Recent**, to locate the Zip file and select it. Click **Next** when it is selected.
3. At the next dialog, browse to the location where you want to extract the files. Click **Next**.

4. (Optional) Click **Properties** for advanced options for your self-extracting file.
5. Click **Next**. ZipMagic then extracts the files and presents a summary of the process.

CONVERTING A FOLDER TO A ZIP FILE

This section describes how to take an existing Windows folder and make it into a ZIP file.

1. Make sure that ZipFolders is enabled. The taskbar icon should look like this:

   zip

   ...not like this:

   ~~zip~~

   If it is not enabled, just right-click on the icon and select **Show Zip Folders** from the popup menu.
2. In the Windows Explorer, right-click on the folder you want to compress.
3. Click **ZipMagic→Zip...**
4. Click **Compress**.

INSTALLING FILES

The EZSetup feature allows you to either extract the files in a zip file to the program group in the Programs directory, or extract and run a setup program such as *setup.exe* or *install.exe* from the zip file. To use this very handy tool:

1. Open the zip file in ZipWindow.
2. Click on the **EZSetup** button.

3. The dialog that comes up contains all of the setup information you need, depending on if there is a setup program detected inside the zip or not. Click on the **Help** button for details regarding how to install the files and/or run the setup program.

MAKING A NEW SELF-EXTRACTING EXECUTABLE

This section describes how to create a new self-extracting executable file, and add files to it.

1. Open ZipWindow and display the Wizards. Click on the ZipSelfExtract Wizard button.
2. Follow the directions to select files, specify the location and name of the self-extracting file, and compress the files.

CONVERTING A ZIP FILE TO A SELF-EXTRACTING EXECUTABLE

The easiest way to convert a standard Zip file to a self-extracting executable is through the ZipConvert wizard.

1. From the ZipWindow, display the Wizards window by clicking on the **Wizards** button, if you haven't already.
2. Click on the **ZipConvert** wizard button.
3. Follow the instructions to select a ZIP file and convert it. If you need detailed help or instructions, you can click on the **Help** button any time.

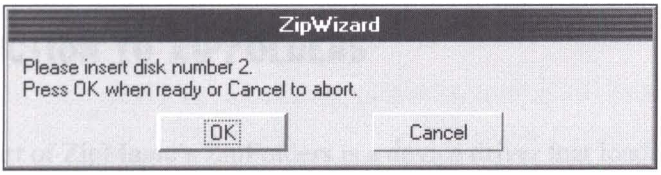
SPANNING ZIP FILES OVER MULTIPLE DISKS

Occasionally, even zip files aren't small enough to fit on a floppy disk. In this case, you will want to "span" the zip file over two or more floppies.

If you are creating zip files (.zip extension), you must specify the floppy drive as the output drive and you must use the ZipCreate Wizard.

If you are creating a self-extracting executable, use the ZipSelfExtract wizard. With self-extracting executables, you can optionally create the self-extractor in "chunks" small enough to fit on a floppy.

As you go through the wizard to create the spanned zip or self-extractor, you will see the following message when the first disk is full:



Please insert disk number 2.
Press OK when ready or Cancel to abort.

Continue to insert disks and click **OK** until finished.

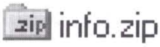
Chapter 3: ZipFolders: The "Magic" in ZipMagic

INTRODUCTION TO ZIPFOLDERS

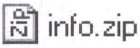
The heart of ZipMagic's ZipFolders is a device driver that loads as part of the Windows operating system. It has no direct interface—you see the results in the Windows Explorer or other Explorer–type programs, and even in DOS.

This driver allows you to see the contents of your compressed files and perform any file operation as if those files weren't compressed at all.

ZipMagic's unique, patented compression process causes zip files to appear as standard Windows folders called *Zip folders*. When ZipFolders is enabled, any file with the .zip extension shows up as a folder, with the word "Zip" on it. This allows you to view all zipped files as Windows standard folders, with all of the accompanying capabilities such as drag & drop, move, copy, delete, rename, and more.



If ZipMagic is disabled, zip files show up as regular files:[1]



When ZipFolders is enabled, this feature is available within applications such as word processors and graphics programs. For example, instead of having a directory of graphics files, you can turn the whole folder into a zip folder and your word processing program can still access the graphics files inside.

---

[1] PowerDesk has some of its own zip capabilities, including the ability to access zip files as folders.

ZIP OPERATIONS WITHOUT ZIP COMMANDS

Because ZipMagic presents Zip archives as folders (when enabled), you can manage Zip archives using the same Windows commands and methods that you use to manage normal folders and their contents.

With common Windows commands you can

- Zip or unzip a folder
- List the contents of a Zip archive
- Rename a Zip archive, or any of its contents
- Make a new, empty Zip archive
- Add a file to or remove a file from a Zip archive

The ZipMagic taskbar icon indicates whether ZipMagic is enabled or is disabled. The icons appear as follows.

zip indicates that ZipFolders is enabled.

zip indicates that ZipFolders is disabled.

ENABLING AND DISABLING ZIPFOLDERS

There may be times when you wish to disable ZipFolders. When disabled, ZipMagic displays Zip files as files while keeping ZipMagic components (such as context menus) active. You can enable or disable ZipMagic in one of the following ways:

- Open the taskbar icon and select **Show Zip Folders**.
- Open ZipMagic Properties, then select **Show Zips as Folders.**

- Click the ZipMagic title bar menu and then select **Enable ZipMagic** or **Disable ZipMagic**.

COMPRESSING FOLDERS

Just add a .zip extension to the folder name, and all files in the folder are automatically zipped, and the folder becomes a zip folder. *Before you do this, however, be sure that ZipFolders is enabled.*

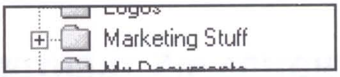
1. Since you already have ZipMagic 2000 installed, you probably have the ZipMagic icon in the Windows system tray, usually at the bottom right of your screen. The icon will either look like this (enabled):

   Or this (disabled):

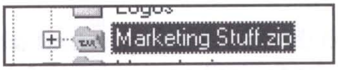
   If the icon is not in the tray, change the properties so it's displayed (you can always change it back). To do this, start up the ZipMagic ZipWindow and select **View→Properties**, click on the **Properties** button, and make sure the checkbox labeled "Show icon on the task bar" is checked.

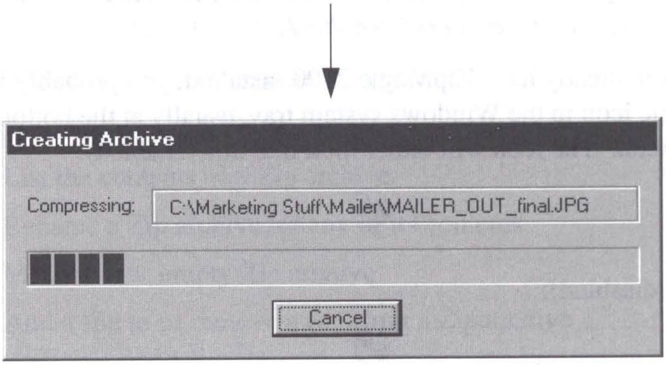
2. If ZipMagic is disabled, enable it by right-clicking on the tray icon and selecting **Show Zip Folders** from the pop-up menu. The icon should change to the first image.

Example:



Begin with the folder and rename it with a .zip extension




Creating Archive

Compressing: C:\Marketing Stuff\Mailer\MAILER_OUT_final.JPG

ZipMagic then compresses the files in the folder. When ZipFolders is enabled, the zipped folder looks like a folder. When ZipFolders is not enabled, the zipped folder looks like a regular file.

NOTE

This method only works with folders. Adding a .zip extension to a file will not compress the file

CONVERTING ZIP FOLDERS TO NORMAL FOLDERS

Just as renaming a folder to include a *.zip* extension will zip the folder, removing the *.zip* from a Zip folder's name causes ZipMagic to decompress the Zip folder, effectively converting it into a normal folder. *ZipFolders must be enabled for this to work.*

1. Just select the file name in Explorer.
2. Right-click and select **Rename**. Remove the .zip extension.
3. Press **Enter**.
4. ZipMagic uncompresses the files and the zip folder once more becomes a normal folder of uncompressed files.

You can also use the **Convert Zip to Folder** command:

1. Select one or more folders.
2. Right-click and select **ZipMagic→Convert Zip to Folder....**
3. Verify your choice. A window will appear to confirm your choice. Click **Decompress** to proceed.
4. ZipMagic uncompresses the files and the zip folder once more becomes a normal folder of uncompressed files.

MORE ZIPFOLDERS OPERATIONS

The following instructions assume that ZipFolders is enabled.

LISTING A ZIP FILE'S CONTENTS

Because Zip folders open like normal folders, you can open a Zip folder and review its contents like any other folder: by opening (double-clicking) the Zip folder.

RENAMING A ZIP OR ITS CONTENTS

You can rename a Zip using the same methods that you use to rename any folder, including using the **Rename** command. Likewise, if you open the archive, you can rename any of the archive's contents just as you would any other files.

MAKING A NEW, EMPTY ZIP

There are three ways to make a new zip.

- **Converting an existing folder**

  ZipMagic zips folders (but not files!) when you add a *.zip* to its name which means that if you add a *.zip* to a empty folder's name—as with the Windows command `Rename`—then ZipMagic will convert that folder to a new Zip archive. The `Rename` command can be found under the **File** menu in both File Manager and Explorer.

- **Naming a new folder**

  When you make a new folder, give it a *.zip* extension to create a new Zip archive.

  In Explorer, select **File—>New—>Folder**, or select **New—>Folder** from the context menu.

- **Using the New command**

  You can make a new, empty Zip folder in Explorer by selecting **File—>-New—>ZipMagic ZIP**. You can also select **New—>ZipMagic ZIP** from the context menu.

ADDING FILES TO OR REMOVING FILES FROM A ZIP ARCHIVE

You can copy or move files into or out of a Zip archive by using the standard copy, cut and paste commands, respectively. You can also use other methods of copying or moving, such as dragging and dropping.

SCHEDULING ZIPFOLDERS TO DISABLE

You can set up ZipFolders to disable itself at certain times of the day. This is useful if you are running certain programs that run more smoothly if they see zips as files rather than folders. For example, if you run a complete system backup at a certain time and ZipFolders is enabled, the backup program will see all zips as folders and it will unzip every file in every zip, and write that file to the backup medium in its unzipped form. You may or may not wish this to happen.

1. Open the ZipMagic Properties. (There are several ways to do this; one is to select **View→Properties** from ZipWindow).
2. Click on the **ZipFolders** button.
3. Click on the **Schedule** button.
4. Enter the "From" and "To" time information. The time is in 24-hour clock time (military time).

   For example, if you wanted to schedule the disable time from 5:00am to 6:00am, you would enter 5:00 as the "From" time and 6:00 as the "To" time.

   If you wanted to schedule the disable time from 10:00pm to 11:30pm, you would enter 22:00 as the "From" time and "23:30" as the "To" time.

5. Click **Ok** when finished.

CHANGING ZIPFOLDER SETTINGS

DISPLAYING/HIDING THE SYSTEM TRAY ICON

You can choose to hide the system tray icon, regardless of whether ZipFolders is enabled or disabled. You can do this in any of the following ways:

- Right-click on the system tray icon and select Hide Tray Icon from the pop-up menu.

- Open the ZipMagic Properties. (There are several ways to do this; one is to select **View—>Properties** from ZipWindow). Un-check the checkbox labeled **Show icon on the taskbar**.

ENABLING/DISABLING ZIPFOLDERS

You can enable or disable ZipFolders easily, and many users switch back and forth between the two modes fairly often, depending on what they are doing. You may want ZipFolders disabled for certain tasks such as running system backups or emailing zipped files (you can't email zip folders).

You may want it enabled so you have transparent access to the files in the zip folders.

There are several ways to enable and disable ZipFolders:

- Right-click on the taskbar icon and select the **Show Zip Folders** item. If this item is checked, ZipFolders is enabled.
- Set up a HotKey to enable/disable ZipFolders with a simple keyboard command (see *Setting Hotkeys* on page 35).
- Open the ZipMagic Properties. (There are several ways to do this; one is to select **View—>Properties** from ZipWindow). Click on the **ZipFolders** button, then the **Settings** button. Un-check (to disable) or check (to enable) the checkbox labeled **Show Zips as Folders**.

DISPLAYING ANIMATED COMPRESSION/DECOMPRESSION

The Animation setting, when on, causes ZipMagic to display a small animation in the upper left corner of your screen when it is busy compressing or decompressing large files.

To activate it, open the ZipMagic Properties. (There are several ways to do this; one is to select **View—>Properties** from ZipWindow).

Be sure the checkbox **Show Zips as Folders** is checked. Click on the **ZipFolders** button. Un-check (to disable) or check (to enable) the checkbox labeled **Display compression/decompression animation**.

TREATING READ-ONLY ZIP FILES AS READ-ONLY ZIP FOLDERS

Some files are marked with the Read-Only attribute. This prevents the file's contents from being changed.

You may wish to have ZipMagic apply the Read-Only attribute and protection to each file inside the Zip folder when the corresponding zip file has the Read-Only file attribute.

To do this, open ZipMagic Properties. (There are several ways to do this; one is to select **View→Properties** from ZipWindow). Click on the **ZipFolders** button. Be sure the checkbox **Show Zips as Folders** is checked in the ZipFolders tab. Un-check (to disable) or check (to enable) the checkbox labeled **Treat read-only Zip files as read-only Zip folders**.

SETTING HOTKEYS

Hotkeys are keyboard combinations that, when pressed, activate certain ZipMagic features or change settings. You can set keyboard keys to do any of the following:

- Turn **Show Zips as Folders** on or off
- Start up the ZipMagic ZipWindow
- Flush cached information

To set a hot key, click on the hot key field and press the keys on the keyboard you wish to use as the hot key combination. The hot keys will be displayed as you type.

Examples:

Ctrl-K

Alt-Shift-T

The following hot key options are available:

Show Zips as folders	This option allows you to quickly enable or disable Zipfolders.

Run ZipMagic	This option offers a fast way to launch and display the ZipMagic ZipWindow.
Flush cached information	This option allows you to flush all of ZipMagic's cached information, including any passwords that you entered to access encrypted files. This is useful if you want to make sure that passwords you entered to access encrypted files are no longer remembered by ZipMagic. NOTE: The display of some archives' contents might be a little slower after taking this action.

Display hotkey notification message: With this option, using a hotkey prompts ZipMagic to deliver a message that it has carried out the command assigned to that key.

ENABLING/DISABLING ZIPFOLDERS FOR CERTAIN DRIVES

You may *not* want to see zip files as folders on certain drives. The **Drives** button lets you select these drives. All drives are selected by default; un-check the checkbox next to the drive to un-select any drive(s) where zip files should display as files.

ENABLING/DISABLING ZIPFOLDERS FOR CERTAIN PROGRAMS

Some programs run more smoothly if they do not see zip files as folders. For example, system backup programs, if they see zip folders, will un-compress all of the contents of the zip folders before writing them to the backup media. You might prefer that your backup program just back up the zip files as zip files instead.

1. To ensure that certain programs always see zip files as files, no matter whether ZipFolders is enabled or not, open the ZipMagic Properties.
2. Click on the **ZipFolders** button, then click on the **Applications** button (if you do not see the Applications button, you do not have **Show Zips as Folders** enabled.

3. There is a default list of programs in the properties window. If your program is not included, you can add it by clicking on the Add button, browsing to its location on disk, then selecting it.
4. Once your program is in the properties window list, it will not see zip files as folders.

Chapter 4: ZipWindow

ZipWindow is completely different from ZipFolders. It offers an easy to use, graphical interface with buttons and menus to zip, extract, open files, and perform other commands, as well as a set of Wizards that can guide you through the most common tasks.

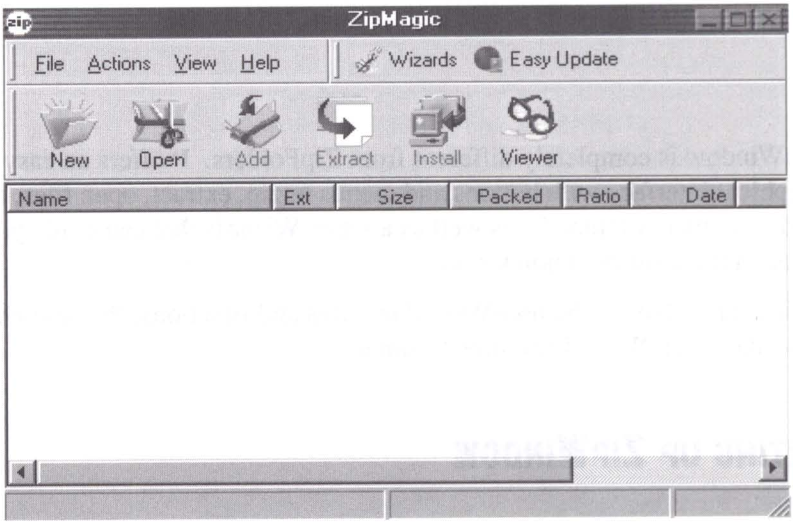
This chapter covers the non-Wizard features and functions; the next chapter describes each Wizard and how to run it.

STARTING UP ZIPWINDOW

There are several ways to start up the main window:

- Double-click on the ZipMagic desktop icon.
- Double-click on the system tray icon.
- Right-click on the system tray icon and select ZipMagic 2000.
- Select **Start—>Programs—>ZipMagic 2000—>ZipMagic** from the Windows menu.
- You can even set a keyboard HotKey to start up the ZipMagic ZipWindow (see *Setting Hotkeys* on page 35).

When you first start up ZipMagic's ZipWindow, you will see a display something like this:

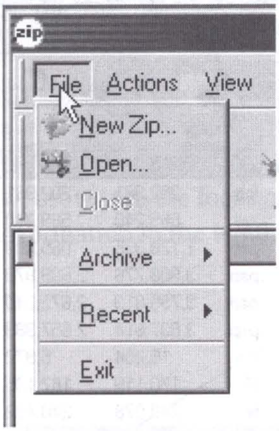


From here you can open compressed files, extract files from Zip files, add files, create new zip or self-extracting zip files, view the contents of Zipped files, and more.

USING THE MENUS AND BUTTONS

The buttons such as the **New** and **Open** buttons are really shortcuts to menu functions. For example, you can click on the **New** button rather than selecting, say, the **File→New** menu option.

The menus are available in the standard Windows fashion: Click on the menu headings (File, Actions, View or Help) and you will see the corresponding pull-down menu. Example:

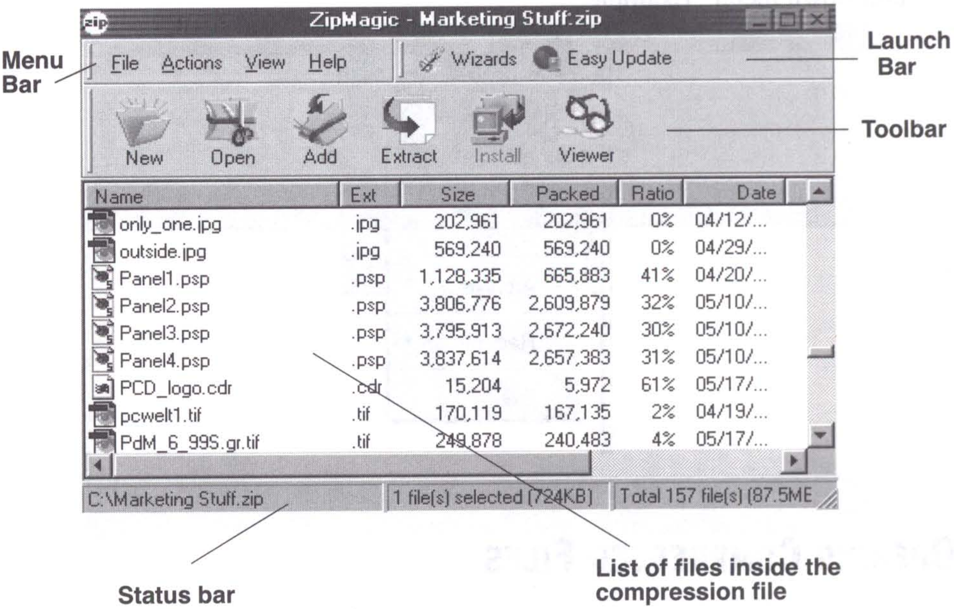


OPENING COMPRESSED FILES

ZipMagic can open many different types of compressed files, but it can only perform actions on Zip files. For this reason, you must convert other compressed-file types to Zip format in order to work with the file.

1. To open a compressed file, select **File—>Open** (or you can click on the Open button).
2. At the next dialog, browse to the directory location of the file and select the file to be opened. If you are not looking for a zip file, change the **Files of type** field to either **Archives** or **All files**. Click **Open** (or just double-click on the file)

3. The ZipMagic ZipWindow displays the contents of the zip file, as in this example:



Name	Ext	Size	Packed	Ratio	Date
only_one.jpg	.jpg	202,961	202,961	0%	04/12/...
outside.jpg	.jpg	569,240	569,240	0%	04/29/...
Panel1.psp	.psp	1,128,335	665,883	41%	04/20/...
Panel2.psp	.psp	3,806,776	2,609,879	32%	05/10/...
Panel3.psp	.psp	3,795,913	2,672,240	30%	05/10/...
Panel4.psp	.psp	3,837,614	2,657,383	31%	05/10/...
PCD_logo.cdr	.cdr	15,204	5,972	61%	05/17/...
pcwelt1.tif	.tif	170,119	167,135	2%	04/19/...
PdM_6_99S.gr.tif	.tif	249,878	240,483	4%	05/17/...

C:\Marketing Stuff.zip | 1 file(s) selected (724KB) | Total 157 file(s) (87.5ME

Menu Bar

Launch Bar

Toolbar

Status bar

List of files inside the compression file

ZIPPING FILES FROM ZIPWINDOW

This section describes how to create a new zip file from ZipWindow, and add files to it.

1. Start up ZipMagic's ZipWindow.
2. In ZipWindow, click on the **New** button.
3. Enter the name of a new zip file, and browse to the location on disk where you would like to store it.
4. Click **Ok**.

5. Click on the **Add** button.
6. Browse to and select the files to be zipped; click **Ok**. SHORTCUT: you can also drag and drop files from the Windows Explorer to ZipWindow.

UNZIPPING (EXTRACTING) FILES FROM ZIPWINDOW

1. If you have not opened the zip file, use the **Open** button to locate and open the file you want.
2. In the ZipWindow display, select the files you wish to unzip.
3. Click on the **Extract** button.
4. At the Extract window, browse to the location you would like to unzip the files to. Change the information in the window as necessary, and click the **Extract** button.

INSTALLING FILES

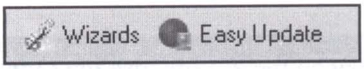
The EZSetup feature allows you to either extract the files in a zip file to a program group in the Program Files directory, or extract and run a setup program such as *setup.exe* or *install.exe* for you. To use this very handy tool:

1. Open the zip file in ZipWindow.
2. Click on the **EZSetup** button.
3. The dialog that comes up contains all of the setup information you need, depending on if there is a setup program detected inside the zip or not. Click on the **Help** button for details regarding how to install the files and/or run the setup program.

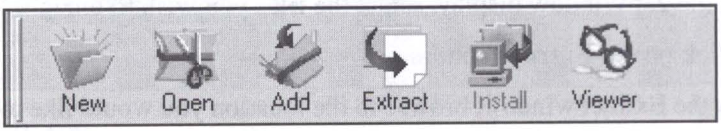
CUSTOMIZING THE TOOLBAR AND LAUNCHBAR

You can add and remove buttons from the toolbar. You may want to put buttons for the actions you perform most often right on the toolbar for speed and efficiency.

When you first install ZipMagic, the default launchbar looks like this:



...and the default toolbar looks something like this:



You can customize both of these via the **View→Toolbar** and **View→Launchbar** submenus.

VIEWING SMALL BUTTONS

If you'd rather not have the buttons take up so much room, you can use the smaller versions instead:

Just un-check the **View→Toolbar→Large Toolbar** menu option.

ADDING/REMOVING BUTTONS

There are a number of other buttons besides the default ones available to add to the toolbar.

1. Select the **View→Toolbar→Customize...** menu option.
2. At the next dialog, the left pane contains all the icons that are not currently on the toolbar, and the right pane contains all the icons that are on the toolbar. To add an icon, just select it on the left and click the **Add** button. To remove an icon, select it in the pane on the right and click the **Remove** button. The Reset button resets the toolbar to the way it was before you entered the Customize dialog.
3. Click **Close** when finished.

CONVERTING A NON-ZIP FILE TO A ZIP FILE

If you open a non-zip compressed file in ZipMagic, you need to convert it to a zip file if you want to do anything besides view and extract the contents.

1. With the compression file open in ZipWindow, select **Actions→Advanced→Convert to ZIP...**
2. Enter the location and file name information, and click **Ok**.

CHANGING PROPERTIES

Although ZipMagic comes with a certain default setup, the properties dialogs allow you to customize the way ZipMagic behaves. To access the Properties information, select **View→Properties** from the menu.

At the Properties window, click on the tab belonging to the group of properties you wish to change, and make the changes you wish to. Click Ok when finished. See *Chapter 13:Properties (Customizing ZipMagic)* for detailed information on each group of properties.

USING THE WIZARDS

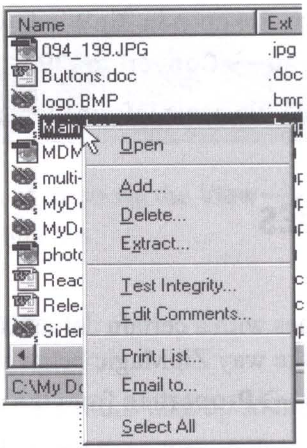
The Wizards take you through any of several common zip tasks in a very simple, straightforward and step-by-step fashion. If you are unsure about what to do any particular step, just click the Help button for a full explanation.

To view all of the Wizards, click on the Wizards button on the launchbar.

For detailed instructions on how to use and launch the Wizards, see *Chapter 5:The Wizards*.

THE ZIPWINDOW CONTEXT MENU

The ZipWindow Context Menu pops up when you right-click on a file inside the window:



You can use select the options on this menu to:

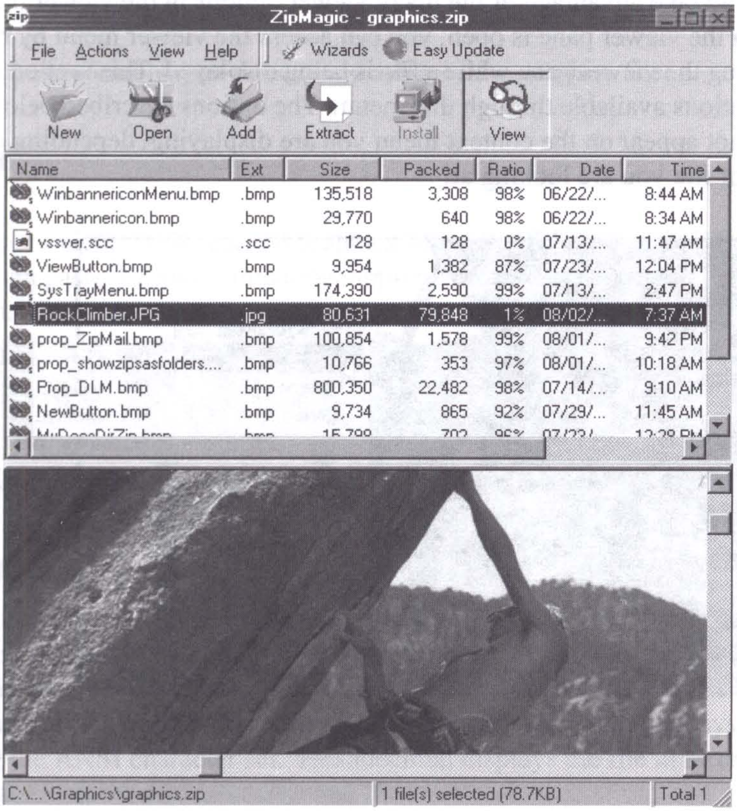
- Open the selected file
- Add files to the archive
- Delete files from the archive
- Extract files from the archive
- Test the integrity of the entire archive, and display an error message if the file is corrupt in any way
- Edit comments for the archive
- Print the entire list of files
- Email the current archive to someone
- Select all files in the compression file

THE FILE VIEWER

The viewer pane displays the contents of the file selected in the file pane, offering numerous display and print options through the viewer pane's context menu. The ZipWindow viewer allows you to display the contents of many different file types.

To open the viewer, just click on the Viewer button at the top of the ZipWindow.

This opens a new window "pane" below the list of files. Now you can click on a graphics file, text file, or several different multimedia and other file types to view the contents. The viewer can even play several types of sound and movie files.



Name	Ext	Size	Packed	Ratio	Date	Time
WinbannericonMenu.bmp	.bmp	135,518	3,308	98%	06/22/...	8:44 AM
Winbannericon.bmp	.bmp	29,770	640	98%	06/22/...	8:34 AM
vssver.scc	.scc	128	128	0%	07/13/...	11:47 AM
ViewButton.bmp	.bmp	9,954	1,382	87%	07/23/...	12:04 PM
SysTrayMenu.bmp	.bmp	174,390	2,590	99%	07/13/...	2:47 PM
RockClimber.JPG	.jpg	80,631	79,848	1%	08/02/...	7:37 AM
prop_ZipMail.bmp	.bmp	100,854	1,578	99%	08/01/...	9:42 PM
prop_showzipsasfolders....	.bmp	10,766	353	97%	08/01/...	10:18 AM
Prop_DLM.bmp	.bmp	800,350	22,482	98%	07/14/...	9:10 AM
NewButton.bmp	.bmp	9,734	865	92%	07/29/...	11:45 AM

C:\...\Graphics\graphics.zip | 1 file(s) selected (78.7KB) | Total 1

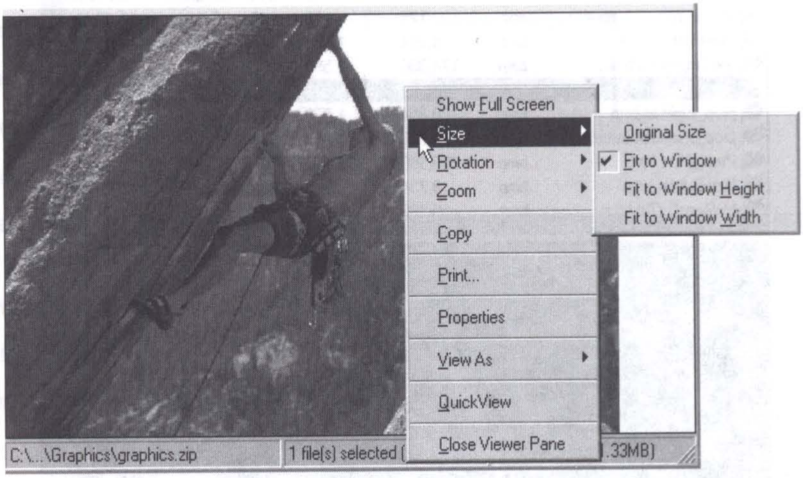
Through proprietary file viewers and a utility called QuickView, you can display the contents of numerous types of files (including word processing documents, graphics and multimedia files) without opening an associated application.

NOTE

The viewer pane uses the Quick View viewers distributed with Windows 95, 98 and NT 4.0, but Quick View is not automatically installed when you install Windows. For information on installing Quick View, see the Windows Help Topic, Installing a Windows component after Windows has been installed.

USING VIEWER PANE COMMANDS

You can take advantage of the many viewer options in the viewer menu. When the viewer pane is open, you can access the viewer menu by right-clicking the viewer pane while a file is being displayed. This section describes the options available through this menu. The options described below may or may not appear on the context menu you are displaying, depending on the type of file you are looking at.



SHOW FULL SCREEN

This option displays the graphic image over the entire area of your display screen. To return to the original size, right-click again and select **Restore Screen**.

PRINT...

You can quickly print the contents of the viewer pane by selecting **Print...** from the viewer menu. This opens the standard print dialog from which you can select a printer, and its settings.

SIZE, ROTATION AND ZOOM

With these controls, you direct the display of the graphics file.

COPY

This option copies the current graphics file to the Windows clip board. You can then paste the image into other applications such as a Word document or a graphics program.

PROPERTIES

This option displays the properties of the current file.

VIEW AS...

There are three different options under the **View As...**submenu for rendering files in the viewer pane. Native format displays files a little slower, but it displays all the correct formatting and graphics. ANSI text displays the file using the ANSI character set. Hexadecimal displays the file in hexadecimal format.

QUICK VIEW

If you have Quick View Plus installed, you can use it to view a file by selecting **Quick View** from the viewer menu. This is especially useful for viewing files that the original Quick View does not support.

CLOSING THE VIEWER PANE

In addition to clicking on the **View** button in the toolbar, you can close the viewer pane by selecting **Close Viewer Pane** from the viewer menu.

Chapter 5: The Wizards

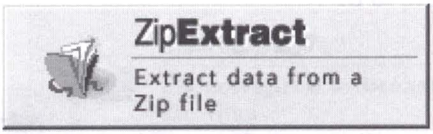
Wizards are programs that take you, step by step, through a certain process. Wizards also attempt to explain or describe what's going on at any given step.

Each ZipMagic Wizard has a complete set of online help information, which you can access by clicking on the **Help** button at any screen. If you have any questions about the screen you are viewing, or you are just plain confused, click the **Help** button.

To view all of the wizards, just click on the Wizards button on the launchbar of ZipWindow. This displays the Wizards Window.

Once you click on a Wizard button, it takes you through a series of steps to accomplish the goal. At any point you can click on a **Help** button for details.

THE ZIPEXTRACT WIZARD



This wizard takes you through the process of extracting files from a zip file and placing them on disk (or where ever you'd like). When we say "extract" we mean that you locate a zip file, select one or more files inside the zip file, expand or "unzip" them and copy the expanded version to disk.

With this wizard, you locate the zip file, select the files to extract, and the wizard does the rest. For detailed instructions and information about the ZipExtract Wizard, see *Extracting Compressed Data using ZipExtract* on page 65.

THE SELFEXTRACT WIZARD

This wizard helps you create a self-extracting executable and add files to it. A self-extracting executable is a zip file that "knows" how to unzip itself. It contains the software necessary to extract the files inside it. Self-extracting executables are useful if you are sending zipped files to someone who may not have a zip program. They will be a little larger than standard zip files because of the extra software.

THE ZIPCREATE WIZARD

This wizard takes you through the steps of creating a zip file and adding files to it.

THE ZIP&BACKUP WIZARD

If you would like to create backup "sets" that ZipMagic keeps track of for you, this wizard is an easy way to accomplish this.

Backup sets are really sets of files that are compressed into a specific zip file. Zip&Backup allows you to create and name sets that you know you will back up often. Then all you have to do is specify that set.

THE ZIPCONVERT WIZARD

This is an easy way to convert an existing zip file to a self-extracting executable. You may want to do this if you're a software vendor and want to give your customers a choice of downloads; or if you just want to send a zipped file to a friend who may not have a zip program.

THE ZIP&MAIL WIZARD

Zip files and email them to your acquaintances in one step. Detailed instructions for this wizard are in *The Zip&Mail Wizard* on page 75.

THE ZIPREPAIR WIZARD

Sometimes zip files can get damaged and become unreadable. This wizard assists you in analyzing the problem, and does its best to fix it.

THE EASYUPDATE WIZARD

This is the way to check for new software releases and updates. EasyUpdate connects with the software FTP site, detects and new versions of your software, and offers to download them for you.

Once downloaded, EasyUpdate installs the new components, and you are back up and running in a hurry.

Chapter 6: Zipping Files

When you zip files, you actually compress one or more files and put the compressed versions of those files into a single zip file.

ZipMagic allows you to zip files in a number of ways. You can:

- Create a brand new zip file from scratch
- Add files to an existing zip file
- Convert a standard folder to a zip folder
- Convert a non-zip file to a zip file

CREATING A NEW ZIP FILE

There are several ways to create a new zip file, depending on your expertise and preferences. You can:

- Use the ZipCreate wizard to step you through the process.
- Use the ZipMagic ZipWindow
- Create the zip file directly from the Windows Explorer, PowerDesk, or other Windows navigational tools.

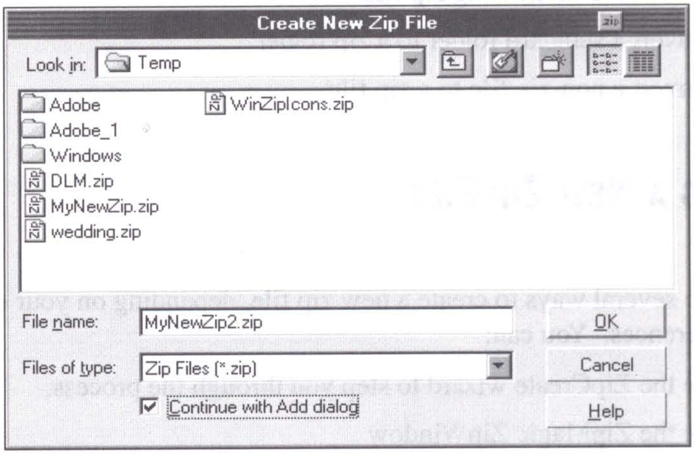
USING THE ZIPCREATE WIZARD

If you're new to file compression, ZipCreate is for you. The ZipCreate Wizard guides you, step by step, through the process of making a Zip file. There are two ways to launch the Wizard: selecting the files you want to zip first and use the context menu to launch ZipWizard, or running ZipWindow and launching the ZipCreate Wizard from there.

USING ZIPWINDOW

If you already know what you're doing in the field of zipping files, it is probably faster for you to zip them directly using the ZipWindow than to step through the ZipCreate wizard.

1. From the ZipWindow, click on the **New** button.
2. Browse to the location on disk where you want to store the new zip file, and enter a zip file name. Click the **OK** button when finished. The following example stores the zip file in *c:\temp*, and names it *MyNewZip2.zip*. To start adding files right away, check the box labeled **Continue with Add dialog**:



Look in: Temp

File name: MyNewZip2.zip

Files of type: Zip Files (*.zip)

☑ Continue with Add dialog

3. If you checked the Continue with Add checkbox, you will see the **Add to Zip** dialog. Browse to and select the files to add to the zip file. Click **OK** when finished.

SHORTCUT: You can just drag and drop files into the ZipWindow display to zip them.

USING THE CONTEXT MENU

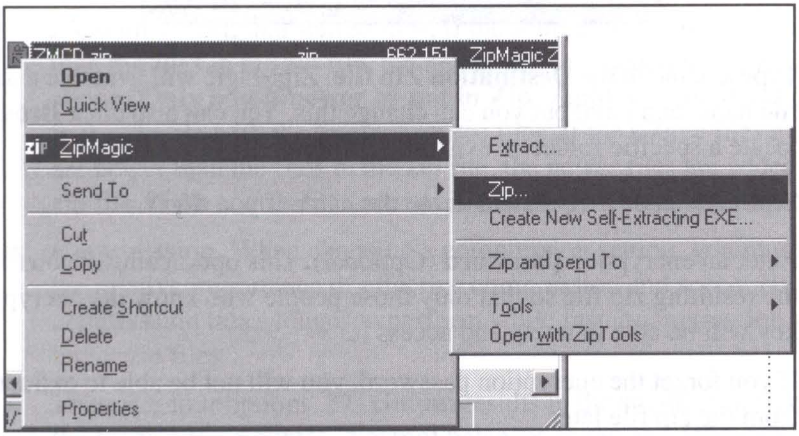
The context menu is the fastest, and some say the easiest, way to zip files. You just display and select the file(s) you want to zip, right-click on one of the files to display the context menu, and select the ZipMagic function.

If you're comfortable working with compressed files, this may be the most efficient method for you.

This method gives you access to advanced Zip features all on one screen, it compresses both folders and files, and, if you wish, it leaves you with both the original copy and the zipped copy.

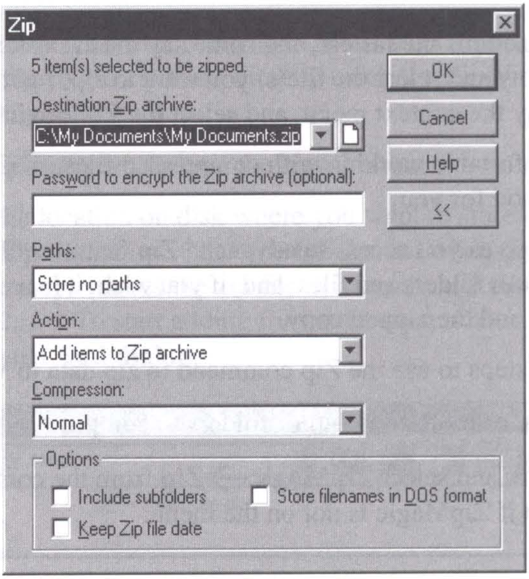
Follow these steps to use the Zip command to zip data in Windows Explorer:

1. Select one or more files and/or folders to compress.
2. Right-click and select **ZipMagic—>Zip** from the context menu, or just select **Zip** if ZipMagic is not on the menu:



3. At this point, depending on your Properties setup, you will see either the ZipCreate Wizard, or the standard zip dialog (see *Zipping Files with the ZipCreate Wizard* on page 22 for information about the Wizard). This discussion will concentrate on zipping if you do not use the Wizard.

4. The Zip dialog displayed shows the default zip information.



5 item(s) selected to be zipped.

Destination Zip archive: C:\My Documents\My Documents.zip

Password to encrypt the Zip archive (optional):

Paths: Store no paths

Action: Add items to Zip archive

Compression: Normal

☐ Include subfolders
☐ Store filenames in DOS format
☐ Keep Zip file date

5. Type a name in the **Destination Zip file**. ZipMagic will generate a default file name and path, but you can change this. You can also click **Browse** to locate a specific folder or existing Zip file.

   ZipMagic adds a *.zip* extension to the name if you don't.

6. Enter an encryption **password** (Optional)**.** This option allows you to code the resulting zip file so that only those people who know the decryption key will be able to unzip and access it.

7. If you forget the encryption password, you will not be able to extract files from the zip file later.

8. The **Options** button: This button displays more advanced options. These options give the experienced users the full range of ZipMagic's power, and are described in the following section.

9. Once you have finished, click **OK.**

ADVANCED OPTIONS

- **Path.** If you are zipping files with subfolders, ZipMagic can preserve the path structure with this option. **Store Relative Paths** will save the path up to the parent folder, so that if you zip a folder `C:\Main`, the compressed files could be extracted to `D:\My Documents\Main` (or any other place on the computer). The same folder zipped with the **Store Full Paths** option would unzip only to `C:\Main`. **Store No Paths** (the default option) retains no path information, so the files (and any subfolders) in `C:\Main` would unzip anywhere on the computer.
- **Action.** Specifies one of four ways of zipping data. **Add items to Zip file** will add the compressed files to a new or existing Zip. The original uncompressed files stay on your drive. **Move items into Zip file** adds the compressed file to the Zip, and then deletes the original version, effectively "moving" the file into the zip file. **Only add if newer than in Zip file**. If you are zipping to an existing zip file, you can select this option to freshen the zip. That is, ZipMagic compares the files in the zip file with the original source files. If the source files match and are newer than the files in the zip file, the newer files are added to the zip. If you choose **Only add if newer or not in Zip**, ZipMagic compares the files in the zip file with the original source files. If the source files match and are newer than the files in the zip file, the newer files are added to the zip file. If the source files are not in the zip file, then they are added.
- **Compression.** When choosing a compression setting, you must decide the relative importance of effective compression and speed. High compression takes longer to perform while faster compression yields larger zip files.
- There are four options. **Maximum** results in the smallest files, but takes the longest to compress. **Normal** balances speed and efficiency. **Fast** yields fast compression, but lower compression efficiency. **Super Fast** results in the fastest compression, but is the least effective. **None** adds the file to a zip file without compressing it.
- **Options.** There are three other options. Check the boxes to select them. **Include Subfolders** compresses all the subfolders of any folders that are selected for compression. **Store filenames in DOS format** gives each compressed file an eight-character name and a three-character

extension. You should use this option if the Zip file will be extracted in DOS, in Windows 3.x, or shared with Internet users. **Keep Zip file date,** when checked, doesn't change the original date.

ADDING FILES TO AN EXISTING ZIP FILE

USING ZIPWINDOW

1. Start up the ZipMagic ZipWindow.
2. Click on the **Open** icon at the top of the window, and select the zip file to open.
3. Once the zip file is displayed, click on the **Add** icon at the top of the window. SHORTCUT: You can drag and drop files into the ZipWindow display to zip them.
4. Navigate to the file(s) you wish to add. Select the file(s) and click **OK**.

FROM WINDOWS, USING ZIPFOLDERS

Follow these steps to add files to an existing zip file:

1. In Windows Explorer, PowerDesk, or other navigational Windows program, find the files you wish to add to the zip file.
2. Select the files and "drag" them to the zip file/folder.
3. Presto! You're done.

SPANNING ZIP FILES ACROSS MULTIPLE DISKS

Often even zip files can be too large to fit onto one floppy disk. Fortunately, ZipMagic handles "spanning" of large files across multiple disks automatically.

You can span both zip files and self-extracting executables as you create them. You must create the new zip or self-extracting executable on the floppy disk; you cannot create it on the hard drive and then try to copy it to a floppy. This way, ZipMagic knows to automatically ask for the next disk when the first is filled up as it's creating the file. (Caveat to this: You can create self-extracting executables in "chunks" that you can size to fit on a diskette.)

ZipMagic will continue to ask for new disks as each one fills up until the zip process has completed.

CONVERTING A STANDARD FOLDER TO A ZIP FOLDER

If all you want to do is zip all the contents of an existing folder—not an individual file—just enable ZipFolders and add a *.zip* extension to the folder's name. You can use the **Rename** command in DOS, you can select the folder and rename it in your Windows file management program, or you can use the Windows context menu.

This is the fastest and most convenient method, but it only compresses *folders* and it leaves you with a single, compressed copy of your folder. This works best if you have a collection of little-used data files in a single folder (e.g., `C:\OldStuff`).

The **Convert Folder to Zip** command will convert a folder into a Zip file which, if ZipMagic is enabled, appears as a Zip folder. It works the same way as renaming a folder with the .zip extension.

Follow these instructions to convert a folder into a Zip file in Windows Explorer or other Windows navigational program:

1. **Select one or more folders in the file pane.**
2. **Right-click, then select ZipMagic→Convert Folder to Zip....**
3. **Verify your choice.** A window will appear to confirm your choice. Click **Compress**.

CONVERTING A NON-ZIP COMPRESSED FILE TO A ZIP FILE

You may receive compressed files that are not in .ZIP format. They might have a different extension such as .ARJ, .PAK, or .LZH. There are lots of compression formats out there, and ZipMagic has been designed to handle a large number of them.

When you get a non-ZIP file that you recognize or suspect as a compressed file, just start up ZipMagic's ZipWindow and open it from there.

Chapter 7: Previewing and Unzipping (extracting) Files

Unzipping or extracting files means that you expand zipped files to their normal size, and copy them to a location outside the zip file, either on the hard drive or onto some sort of removable media.

There are a number of ways you can extract zipped/compressed files. You can:

- Convert a zip folder to a normal Windows folder
- Use the ZipExtract Wizard
- Use the Extract button in ZipWindow
- Use the ZipWindow context menu
- Use the Extract command from the Windows context menu

Since there are so many choices, you may want to decide which methods are your favorites, and stick with those.

CONVERTING ZIP FOLDERS TO NORMAL FOLDERS

You can convert any zip file (zip folder) to a regular Windows folder. You must, however, have the ZipFolders option (Show zips as folders) enabled. There are two ways to convert a Zip folder to a normal folder: with the **Rename** command, which is the most convenient method, or with the **Convert Zip to Folder** option from the Context menu.

USING THE RENAME COMMAND

Just as renaming a folder to include a *.zip* extension will zip the folder, removing the *.zip* from a Zip folder's name causes ZipMagic to decompress the Zip folder, effectively converting it into a normal folder.

USING THE CONVERT ZIP TO FOLDER COMMAND

Follow these steps to convert a Zip folder into a normal folder:

1. In Windows Explorer, PowerDesk, or other Windows navigational program, select one or more zip folders.
2. Right-click and select **ZipMagic—>Convert Zip to Folder...** from the context menu.
3. Verify your choice. A window will appear to confirm your choice. Click **Decompress** to proceed.

INSTALLING ZIPPED FILES

The EZSetup feature allows you to either extract the files in a zip file to the Program Files startup directory, or extract and run a setup program such as *setup.exe* or *install.exe* for you. To use this very handy tool:

1. Open the zip file in ZipWindow.
2. Click on the **EZSetup** button.
3. The dialog that comes up contains all of the setup information you need, depending on if there is a setup program detected inside the zip or not. Click on the **Help** button for details regarding how to install the files and/or run the setup program.

EXTRACTING COMPRESSED DATA USING ZIPEXTRACT

The ZipExtract wizard guides you step by step through the extraction process.

Follow these steps to extract files from a zip file using ZipWizard:

1. Start ZipMagic.
2. Click on the Wizards button to display the Wizards window. Click on the **ZipExtract** Wizard button.
3. Select an archive file.
4. Select a folder in which to extract the archive.
5. Click **Next**.

EXTRACTING FROM OTHER COMPRESSED FILE TYPES

You must extract a file from a non-zip archive before you can use it in MS-DOS or in Windows.

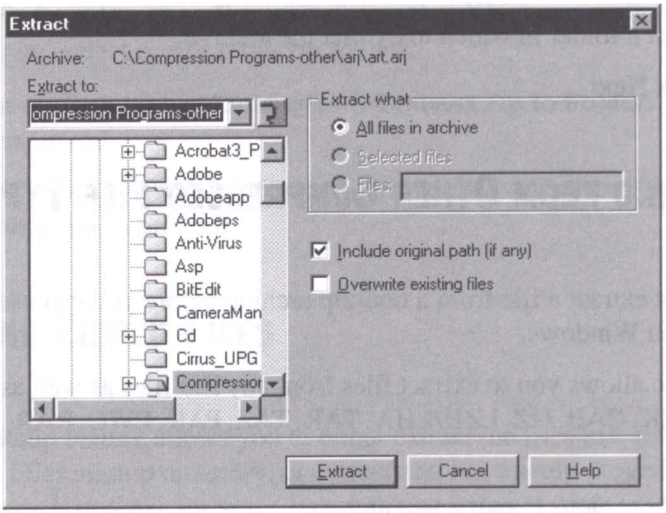
ZipMagic allows you to extract files from any Zip files as well as from ARC, ARJ, ARK, CAB, GZ, LZH/LHA, TAR, TAZ, PAK, PWC, RAR, Z, and ZOO archives.

Follow these steps to extract an archive:

1. Click on an archive to extract.
2. In the file pane, select the files that you want to extract (Optional). If you want to extract all the files in the archive, you do not have to make a selection.
3. Right-click on the file and select **ZipMagic—>Extract—>Extract....**
4. At this point, either the ZipExtract Wizard appears, or the **Extract To** dialog appears, depending on your Properties settings. If you use the ZipExtract Wizard, see *Unzipping a File with the ZipExtract Wizard* on page 22. If you do not use the Wizard, follow the next instructions.

5. Choose a folder to Extract to. You can either type the destination path directly in the edit box, or you can browse your folders in the left pane of the **Extract To** dialog and then click a destination folder.
6. Enter the Decryption Password (Optional). If the archive is encrypted, you must specify the password to extract the files.
7. Click **OK.**

These steps take advantage of the default values which are optimal for most extractions.


Extract

Archive: C:\Compression Programs-other\arj\art.arj

Extract to: ompression Programs-other

Extract what

● All files in archive

○ Selected files

○ Files:

☑ Include original path (if any)

☐ Overwrite existing files

The following options are also available:

- **Extract what.** There are three choices of what to extract: **Selected files only** will extract only those files that were selected in step 1. **All files in archive** will extract all the files in the archive. **Files** will extract only those files that are named in the **Files** box.
- **Include Original Path (if any)** extracts files to their original locations *if* path information was stored when the files were compressed into the archive. The folder structure is recreated on your computer if it does not already exist. If no path information was stored, the files are extracted to the destination folder specified in **Extract to** folder.

- **Overwrite existing files** extracts files to the selected destination folder, overwriting any existing files of the same name. No confirmations are provided when this option is checked.

EXTRACTING FILES FROM OTHER COMPRESSED-FILE TYPES USING ZIPWINDOW

ZipMagic can open, view, and extract other types of compressed files, but it cannot perform any actions such as adding files, or anything that modifies the file. In order to make changes to a non-ZIP compressed file, you have to convert it to ZIP format. And ZipMagic, of course, can convert the file.

Just open the file as you would any Zip file in ZipWindow, and use the normal Extract command to extract files.

Chapter 8: Self-Extracting Archives

A self-extracting archive includes both the zipped files and a built-in unzipping program (which is roughly 55 KB in size). Thus, you can extract files from a self-extracting archive without the use of *any* external program. This is especially useful for sharing archives with individuals who may not have a Zip utility. A self-extracting archive can be extracted by double-clicking it as you would any other program.

With ZipMagic you can

- Make self-extracting archives from scratch
- Convert existing Zip archives into self-extracting archives

CREATING A NEW SELF-EXTRACTING ARCHIVE

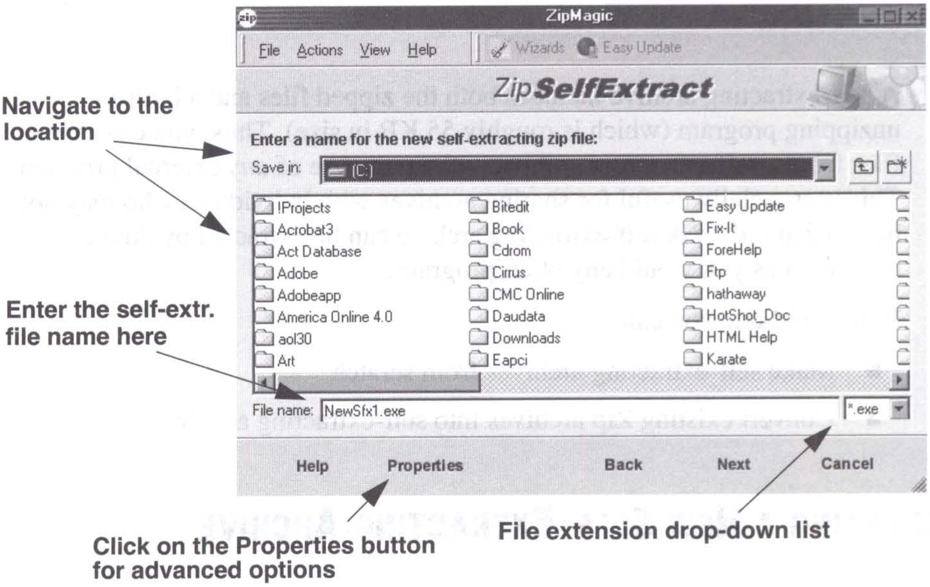
There are two ways to launch the ZipSelfExtract wizard and make a new self-extracting archive: From ZipWindow, or by selecting data and then launching the wizard.

FROM ZIPWINDOW:

1. Start up the ZipMagic ZipWindow.
2. Display the Wizards window and click on the **ZipSelfExtract** wizard button.
3. Navigate to the file(s) and select them, then click **Next**.
4. Tell ZipMagic where you want to put the new archive. Navigate to the location where you want to save the new self-extracting zip. If you want to zip the file to one or more floppy disks, select that drive (if the self-

extracting file takes more than one disk, ZipMagic automatically "spans" the disks, asking for the next floppy once one gets full).

5. Give the archive a name. The wizard will select a default name, but you can type an alternate name in the **File name** box.



Enter a name for the new self-extracting zip file:

Save in: (C:)

File name: NewSfx1.exe *.exe

Navigate to the location

Enter the self-extr. file name here

Click on the Properties button for advanced options

File extension drop-down list

6. You can overwrite an existing self-extracting archive by selecting it in the selection pane, but you cannot add files to an existing one. (To display only EXE files in the selection pane, select **.exe* from the file extension drop-down list.)

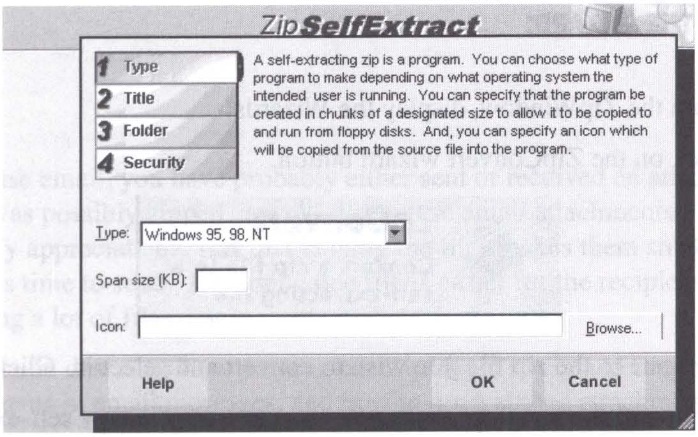
   If you do not include a *.exe* extension, the wizard will include it for you.

7. If you would like to add advanced information to your self-extracting file, click on the **Properties** button and follow the next directions. Otherwise, click **Next** to finish.

NOTE

The following steps apply only if you chose **Properties** *in the previous step.*

8. If you clicked on the Properties button, you will see a dialog similar to the following:



A self-extracting zip is a program. You can choose what type of program to make depending on what operating system the intended user is running. You can specify that the program be created in chunks of a designated size to allow it to be copied to and run from floppy disks. And, you can specify an icon which will be copied from the source file into the program.

Type: Windows 95, 98, NT

Span size (KB):

Icon:

- The **Type** tab allows you to change the type of self-extracting executable, based on the operating system.
- The **Title** tab causes the self-extracting zip to display a title and any message you'd like to deliver in the **Title** and **Message** boxes.
- The **Security** tab allows you to enter a password.
- The **Folder** tab names an alternate folder in the **Target Folder** box. Type a period in the box to make the archive extract into the current folder.

9. You can click on the **Help** button at any time for detailed information about that window. A window will report the successful completion of the conversion. Click **Done** to close the window.

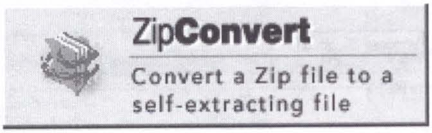
CONVERTING A ZIP FILE TO A SELF-EXTRACTING ARCHIVE

There may be times when you want to convert a zip file to a self-extracting archive, particularly if you're a software vendor and you need both types of files available for potential customers to download. You may also just find that you prefer creating Zip files and would rather convert the Zip to self-extracting executable after you have finished adding files.

Converting a Zip archive into a self-extracting archive is very easy:

USING THE WIZARD:

1. From the ZipWindow, display the Wizards.
2. Click on the ZipConvert wizard button.



3. Navigate to the zip file you wish to convert and select it. Click **Next**.
4. Browse to the location where you want to store the new self-extracting executable, and enter the new file name. Click **Next**.
5. ZipMagic then instantly converts the file and creates the new self-extracting executable. It displays a summary of the results. If you need detailed help for any dialog, click the **Help** button.

FROM ZIPWINDOW:

1. Open the zip file in ZipWindow.
2. Select **Actions→Advanced→Convert to EXE...**
3. This opens the ZipConvert wizard. Follow the instructions on the dialogs. If you need detailed help for any dialog, click the **Help** button.

FROM THE CONTEXT MENU:

1. In Windows Explorer, right-click on the file, select **ZipMagic→Create New Self-Extracting EXE...** or just **Create New Self-Extracting EXE...** (depending on how you have your context menu properties set). This will start the ZipSelfExtract wizard. From there you select the name and location of the new self-extracting executable. If you need detailed help, click on the **Help** button.

Chapter 9: Emailing Zipped Files

If you use email, you have probably either sent or received an attached file, and it was possibly zipped as well. If you use email attachments a lot, you probably appreciate the fact that zipping the files makes them smaller and take less time to send. Receiving one file is easier for the recipient than receiving a lot of files, too.

This section describes how you can use ZipMagic to zip and send files as attachments in email messages, and how to open zipped attachments.

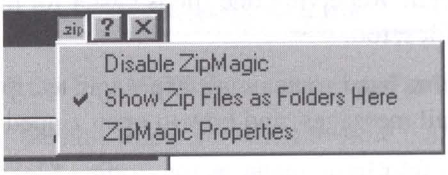
ZipMagic provides four basic methods for zipping files and sending them as email attachments:

- **The Zip&Mail Wizard:** If you're learning how to email attached files, this wizard is ideal for you. It steps you through the process, and there is a complete description with only a click of the **Help** button.
- **The ZipMagic EMail Plugin:** For ease and speed, this is the way to go if you know exactly what you want. This plugin works with the most popular email programs, adding a special ZipMagic button to the program menu bar. Just click on the button and you're off!
- **The Zip-and-Send command:** If you like to do things from the Windows Explorer or other Explorer-type program, this may be the most convenient for you. The Zip-and-Send feature is available from the right-click context menu—just select the files you want to send, right-click, and choose Zip-and-Send.
- **Manual zip and email:** Of course, you can always use ZipMagic to zip files and send the zipped file using the standard features of your email. Just right-click on the files to be zipped, and use the ZipMagic context menu selections.

A NOTE ABOUT SENDING ZIPPED ATTACHMENTS

If ZipFolders is enabled, you may not be able to send zipped files because the email program sees them as folders. Therefore, you should disable ZipFolders when you are emailing zipped files, in any of the following ways:

- **Temporarily disabled within the program.** You can temporarily disable ZipFolders through the ZipMagic button on the title bar of the Open dialog (the box in which you select the file to attach). Click the Zip icon, then deselect the option, **Show Zip Files as Folders Here**.



The menu option, selected. You should un-check this option.

- **Permanently disabled within the program.** If your email program is a Windows program, you can add it to the exclusion list so that ZipMagic always displays Zip files as files and not folders. See the Properties information in *ZipFolders Properties: Applications* on page 111.
- **Disabled for all programs.** You can disable ZipMagic so that all Zip files are displayed as files rather than folders. ZipMagic can be disabled through ZipMagic Properties. See *ZipFolders* on page 109 of the Properties chapter for more information. It can also be disabled for all programs through the ZipMagic taskbar icon.

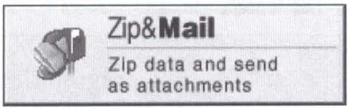
THE ZIP&MAIL WIZARD

The Zip&Mail Wizard steps you through the process of zipping files into one compressed file, then sending that file through the email. This is a great tool for novices.

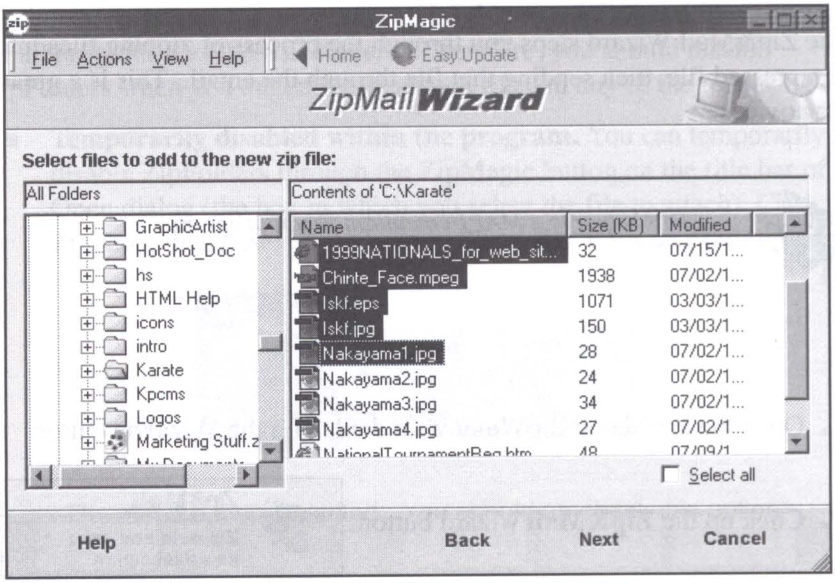
NOTE *This requires a MAPI-compliant Email program.*

1. Open the ZipMagic ZipWindow, and click on the **Wizards** button

2. Click on the **Zip&Mail** wizard button.



3. Browse to the location where the file(s) reside, and select the file(s) to be zipped and emailed.



Select files to add to the new zip file:

All Folders

- GraphicArtist
- HotShot_Doc
- hs
- HTML Help
- icons
- intro
- Karate
- Kpcms
- Logos
- Marketing Stuff.z

Contents of 'C:\Karate'

Name	Size (KB)	Modified
1999NATIONALS_for_web_sit...	32	07/15/1...
Chinte_Face.mpeg	1938	07/02/1...
Iskf.eps	1071	03/03/1...
Iskf.jpg	150	03/03/1...
Nakayama1.jpg	28	07/02/1...
Nakayama2.jpg	24	07/02/1...
Nakayama3.jpg	34	07/02/1...
Nakayama4.jpg	27	07/02/1...

☐ Select all

4. Click **Next**.

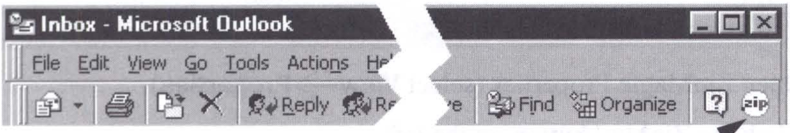
5. At the next window, enter a name for the new zip file in the **File name** field (or you can just leave the default name). You can browse to a different location on the disk if you wish, too. Once the name has been entered, click **Next**.

The Zip&Mail wizard then zips the file(s), and displays the email window for you to enter the email "to" address and send the file.

NOTE *You can always click on the Help button for a complete description of the current dialog box.*

THE ZIPMAGIC EMAIL PLUGIN

If you have the ZipMagic EMail plugin loaded, it shows up as an icon in the banner of your email program:



ZipMagic EMail Plugin icon

Since each email package handles attached/encoded files differently, we attempt to give you a general idea of how the ZipMail plugin works. However, you may need to refer to the instructions for your email package for more details.

The ZipMail plugin works for following email programs:

- Outlook 97
- Outlook 98
- Microsoft Exchange
- Eudora Light
- Eudora Pro

If you have one of these email programs, you can use the Email plug-in if your Email program is MAPI-compliant. If you use another email program, or you'd rather not install the plug-in, you can use either the Zip-and-send command or the Zip&Mail Wizard instead.

The plug-in is available if you activate it via the Zip&Mail properties (See *ZipMail Properties* on page 114).

ACTIVATING AND DEACTIVATING THE ZIPMAIL PLUGIN

When you installed ZipMagic 2000, you had the option of installing the ZipMail plug-in. If you wish to change your mind, you can check for and install or un-install the ZipMail plug-in.

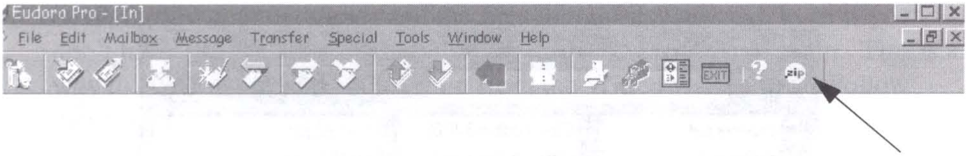
Follow these steps:

1. Open ZipMagic Properties (select **View→Properties**).
2. Click the ZipMail button on the left.
3. Check the box(es) next to the email program(s) in which to make Zip&Mail active. Un-check the box(es) of the email program(s) in which to make ZipMail inactive.
4. Click **OK**.
5. In your email program, add ZipMail to the toolbar if necessary. A ZipMail button is automatically added to version 4 of Eudora Pro, Eudora Light, and Outlook 97/98. You must manually add the ZipMail button to earlier versions of Eudora and Outlook:
    - Eudora 3.x users right-click the toolbar, and then select **Customize**. Select **Messages** from the **Categories** list, then drag the icon to the toolbar. A message box will direct you to choose which command to associate with the new toolbar button; then click **OK**. A box reading **Attach files as Zip** will appear at the toolbar; click it. Finally, close the **Customize Toolbar** window by clicking **Close**.
    - Microsoft Messaging users right-click the toolbar to display the Customize Toolbar dialog box. Scroll to the bottom of the available buttons list, click **ZipMagic—Attach Files as Zip**, then click **Add**, then click **Close**.

SENDING EMAIL ATTACHMENTS WITH THE ZIPMAIL PLUGIN

Eudora Light and Eudora Pro

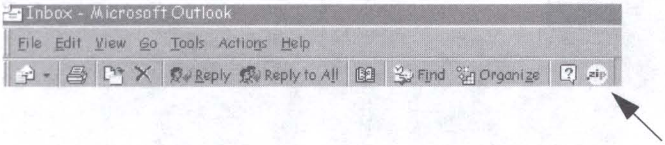
Eudora Light and Eudora Pro users can use the ZipMail plugin in either of two ways. One way is to begin writing a message and then later add files by clicking on the ZipMail icon. The other way is to click the ZipMail icon first, which allows you to select files to zip, and then opens a new message. See the following section, *Using the ZipMail dialog box* for details on using the Zip&Mail dialog box.


Eudora Pro - [In]
File Edit Mailbox Message Transfer Special Tools Window Help
EXIT
zip

The Eudora 4.0 toolbar with Zip&Mail icon

Microsoft email programs

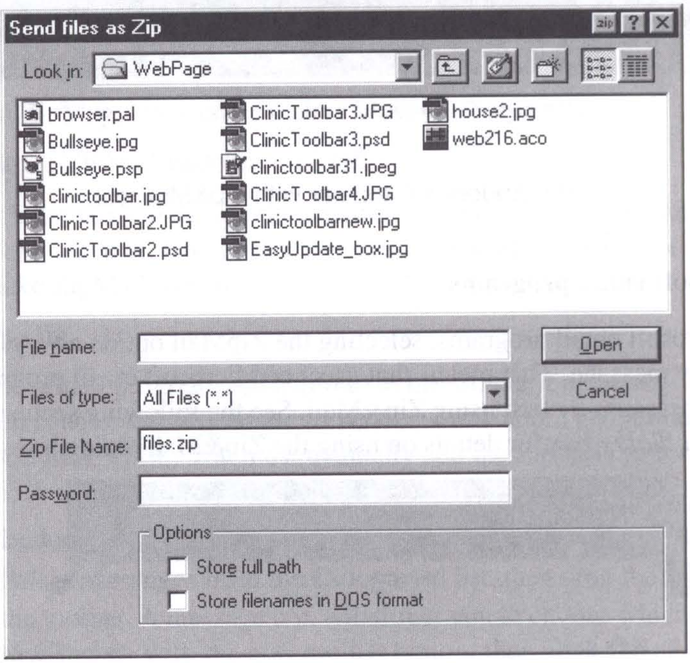
In Microsoft email programs, selecting the ZipMail option always adds files to a new message. That means that users of Microsoft email programs must begin messages by first using Zip&Mail. See the following section, *Using the ZipMail dialog box* for details on using the Zip&Mail dialog box.


Inbox - Microsoft Outlook
File Edit View Go Tools Actions Help
Reply Reply to All Find Organize
zip

The Outlook 98 toolbar with ZipMail icon

USING THE EMAIL DIALOG BOX

Once you have followed the previous directions for your email program, you will see the EMail dialog box:



Look in: WebPage

File name:

Files of type: All Files (*.*)

Zip File Name: files.zip

Password:

Options

☐ Store full path

☐ Store filenames in DOS format

Follow these steps to finish zipping and sending the file:

1. Browse to and select the files to attach to your message. As you select the files, their names appear in the **File name** field.
2. In the **Zip File Name** box, type a name for the Zip archive attachment.
3. Enter a password (Optional). If you wish to password protect the Zip archive, you can specify the password in the **Password** box.
4. Select additional options (Optional). To make certain that the files will have the same path when extracted, select **Store full path**. To give the Zip archive and its contents names that are compatible with Windows 3.x and MS-DOS, select **Store filenames in DOS format**.
5. Click Open. The Zip archive will then be attached to the message.

ZIP AND SEND TO

If you have a file or group of files that you want to email someone, Zip and Send To will compress and mail the files in one easy process, even if you don't have an email program compatible with the Zip&Mail plugin. This is a way to activate your email program from the Windows Explorer. Follow these steps:

1. Using Windows Explorer or other Explorer-type program, select the file(s) you want to zip.
2. Right-click and select **ZipMagic—>Zip and Send To—>Mail Recipient**. If you have more than one email program on your system, this opens the default email program. You can also select another email program from the Zip and Send To menu.
3. Name the zip file and select any options. You will have the choice to password-protect the file, and most of the options in the standard Zip dialog. Click **OK** to begin the process.
4. ZipMagic will zip the file in your Temp folder. When it's done, your email software should load with the zipped file attached. Name the recipient, add a message if you want. Send.

MANUALLY ZIPPING AND SENDING FILES

You can always send a zip file that has been previously zipped, and you can also zip files before you send them. Just use ZipMagic to zip the file(s), and then when you email the files, navigate to the correct location and select the zip file.

If the zip file shows up as a folder, you will have to disable the ZipFolders, which can be done several ways. See *A Note about Sending Zipped Attachments* on page 74.

ZIPPING AND EMAILING FILES IN MULTIPLE PIECES

Sometimes, even zipped files are too big to email. In this case, you may want to compress your files into a series of smaller files, which you can email in separate messages.

To do this, however, you must create a self-extracting executable rather than a zip file. ZipMagic can handle this process for you, and it will be able to unzip the "chunks" of the file as though they were one large file.

You can create a self-extracting executable in multiple "chunks" either through the ZipSelfExtract wizard, or via the command line.

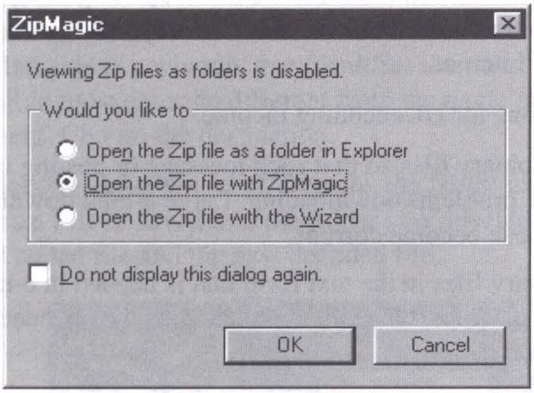
NOTE

Note that a self-extracting executable is always larger than a plain zip file, so don't be surprised if the aggregate size of the "chunks" is larger than a zip version of the same zipped files.

RECEIVING ZIPPED/ATTACHED FILES

When you receive an email message containing an attached file, the file may or may not be in a compressed format. ZipMagic can open your zipped attachments, depending on the settings.

If you elect to open the file right from your email program, AND ZipFolders is not enabled, you will see the following dialog:



ZipMagic

Viewing Zip files as folders is disabled.

Would you like to

○ Open the Zip file as a folder in Explorer
● Open the Zip file with ZipMagic
○ Open the Zip file with the Wizard

☐ Do not display this dialog again.

- The first option opens Windows Explorer and displays the contents of the zip file as in a folder.
- The second option starts up ZipMagic's ZipWindow and displays the contents of the zip file. You can then extract, view, and otherwise work with the zip file as you would any other zip file.
- The third option starts up the ZipExtract Wizard

If ZipFolders is enabled, then Windows Explorer pops up, displaying the zip file contents as a folder.

A WORD ABOUT UU-ENCODED, MIME-ENCODED EMAIL ATTACHMENTS

Most email software today will create the packaging code needed to attach files to email. Some older email software does not do this, and in that case you will need to use software to UUencode or MIME-encode the attached file. Both UUencoding and MIME-encoding are methods by which a binary file (graphics file, program file, or other non-text file) is converted to text only and pasted onto the email message.

UUencoded email files can be sent to someone else over the internet as a text document, such as e-mail or newsgroup postings. If you look at it in a text editor, a uuencoded file will look like it's made up of "garbage" characters. There is software that will encode files in this way, much of it available as shareware on the Internet.

Some of the reasons for UUencoding include:

- To split up binary files so that each message or posting is small enough not to cause problems downloading. Large e-mail downloads can take too long or can become corrupt.
- To send binary files in the text form that is needed in e-mail or newsgroup postings. Once the recipient gets the encoded message, he has to decode it.

ZipMagic can decode encoded messages, should you happen to receive an encoded email message. If you wish to encode a file, you need to use the ZipTools program (ziptools.exe), included in the ZipMagic installation directory. You can download the ZipTools manual in PDF format from the web site.

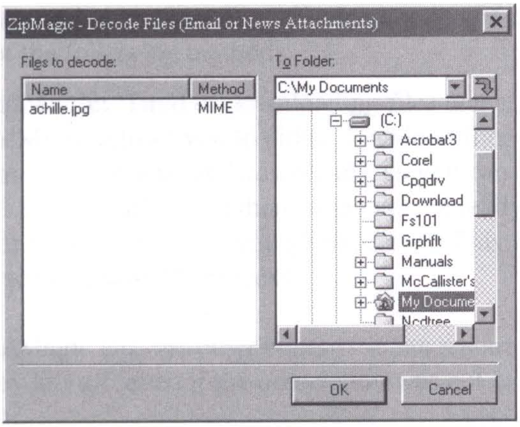
RECEIVING AND DECODING AN ENCODED EMAIL ATTACHMENT

The ZipMagic decode command is for users whose email software cannot automatically decode email attachments of one or more of the following types: UUEncode, XXEncode, MIME/Base 64, or BinHex. The process, in brief, is to save the entire email message to disk, and then to decode the file.

Follow these steps to decode an email attachment. Remember to consult your email software documentation for specific directions on how to perform the email-related steps:

1. In your email program, save to disk the entire email message that contains the attachment (or just the attachment, if you have that option). To make things a little easier, include an extension that identifies the particular coding method (*.*mim* for MIME, *.*uue* for UUEncode, etc.). If you're not sure which extension to use, just use *uue*.
2. Exit the email program and open a file management program such as Windows Explorer, PowerDesk, or a similar program.

3. Right-click on the saved email file.
4. From the ZipMagic menu, select **Decode....**
5. Tell ZipMagic where to save the decoded file. A dialog box will come up. On the left side is a window that identifies the name of the coded file(s). This will in most cases be different from the name of the saved attachment. Choose the destination.
6. Click **Decode**. After you click **Decode**, the file(s) named in the Decode dialog box will be saved into the folder you selected, leaving both the original coded file and the new decoded file.



ZipMagic - Decode Files (Email or News Attachments)

Files to decode:

Name	Method
achille.jpg	MIME

To Folder: C:\My Documents

Decoding a MIME file to C:\My Documents

Chapter 10: Downloading Zipped Files

For those who like to download files from the Internet, compressing and uncompressing files is a fact of life. You probably thought that downloading files one at a time and tolerating the wait was also a fact of life—not any more. ZipMagic gives you some tools that make the whole process of downloading, unzipping and installing files and/or programs easy. You can choose either of the following methods:

- **DownloadMagic:** Tired of downloading files one at a time? DownloadMagic allows you to either download files as soon as you click on them, or "queue up" downloads, so you can choose to download multiple files, and then, when you're ready, you can start the downloads (like right before you go to lunch). This way, you don't run into the "select-and-wait" process.

  DownloadMagic has one other benefit: it can restart failed downloads where they left off, even if the connection was cut in the middle of the download.

- **ZipSurfer:** If you have limited screen "real estate", ZipSurfer may work best for you. This browser plug-in runs inside the browser window, and detects when you are downloading a Zip file. ZipSurfer only works with zip files. It immediately offers to download and install the file for you.

Both DownloadMagic and ZipSurfer run only with Internet Explorer or Netscape Communicator/Navigator.

DOWNLOADMAGIC

OVERVIEW

DownloadMagic detects when you click on a link to download a file, and pops up a separate window that helps you manage the download. The advantage to using DownloadMagic is that you can do the following:

- Queue your downloads into a "buffer" and start the actual download process when you're ready. This eliminates the "download–wait–download–wait" process that so many of us are used to.
- Download files as soon as you click on the URL link.
- Scan download files for viruses, before you run them.
- Restart a failed download *at the point where it left off*. This can be an enormous advantage if you are downloading a large file or a series of large files, and the connection dies. Just restart the download! As long as the source file has not been changed in the meantime, the download starts where it left off.
- Either drag-and-drop links of download files onto the DownloadMagic main window, or just click on them to have them appear in the DownloadMagic window.
- Drag the link to the ZipMagic taskbar icon.

DownloadMagic works only with Internet Explorer 4.0 or above, or with Netscape Navigator 4.0 or above.

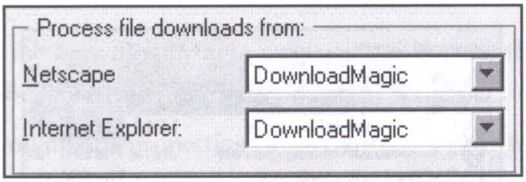
To take advantage of DownloadMagic, you must have it selected and activated.

ACTIVATING AND DEACTIVATING DOWNLOADMAGIC

You can activate DownloadMagic in Netscape Navigator/Communicator, or Microsoft Internet Explorer by following these steps:

1. Open ZipMagic 2000 Properties.
2. Click on the **Downloads** button.

3. Select **DownloadMagic** from the drop-down list for your browser:



Process file downloads from:

Netscape: DownloadMagic

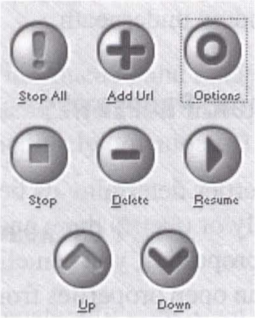
Internet Explorer: DownloadMagic

4. Click **OK**.

WHAT DOWNLOADMAGIC LOOKS LIKE

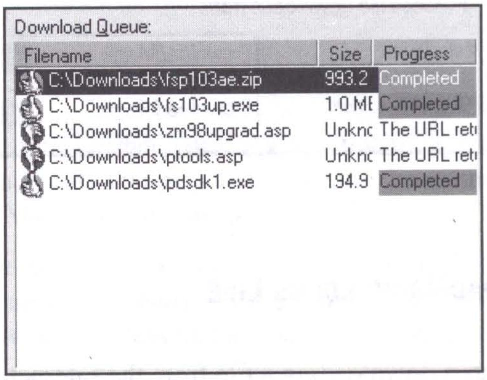
When you first start downloading a file from the Internet, DownloadMagic pops up a separate window with a number of options.

The Control Panel:



The Control Panel allows you to stop the download, start (resume) the download, change the properties, and otherwise control the current download.

The Download Queue



Download Queue:

Filename	Size	Progress
C:\Downloads\fsp103ae.zip	993.2	Completed
C:\Downloads\fs103up.exe	1.0 MI	Completed
C:\Downloads\zm98upgrad.asp	Unknc	The URL ret
C:\Downloads\ptools.asp	Unknc	The URL ret
C:\Downloads\pdsdk1.exe	194.9	Completed

The download queue displays the current set of downloads and their status. If you select one of the download items, the detailed status information is displayed in the Status Window underneath.

CHANGING DOWNLOADMAGIC PROPERTIES

The DownloadMagic Properties determine its behavior—i.e. whether it downloads files immediately or queues them and waits for you to start the download. To change the properties, you can click on the **Options** button in the Control Panel, or you can open properties from the ZipMagic ZipWindow. See *Downloads Properties* on page 115.

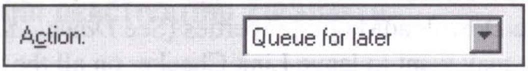
DOWNLOADING FILES

To download a file from the Internet, just click on the file link in the browser. Alternatively, once DownloadMagic is running, you can also click and drag the link to the DownloadMagic window. The download starts either right away, or waits for you to begin the actual download, depending on the DownloadMagic properties.

Queueing Files to Download

You can set up the DownloadMagic properties so that all files you click on to download are queued up to download later. To do this:

1. open the Downloads properties (select **View→Properties**) and click on the Downloads tab.
2. Then click on the Browser tab.
3. Make sure the Action drop-down box is set at **Queue for later**:



Action: Queue for later

4. Click **OK**.

Downloading Queued Files

If you have a number of files queued and ready to download, just select all of them in the Download Queue, and click on the **Resume** control button. All selected files will be immediately downloaded.

Virus Scanning Downloaded Files

DownloadMagic can automatically virus-scan downloaded files using your own virus scanner, once the file has been received. You must set up the virus scanning information in the Properties ahead of time, and specify in the Downloads properties that you want the virus scanning activated. See *Setting up DownloadMagic to Automatically Scan for Viruses* on page 98.

Link Checker

Link Checker is DownloadMagic's method for verifying that the file link you see on a web page is really a file.

For example, sometimes links that look like download files are really not download files; they actually link to another web page. The link may look like:

thebestprogramintheworld.zip

Looks like a file, right? But this might link to another web page instead. However, the downloading software can have trouble recognizing that fact.

Link Checker verifies that a standard Web page link like this refers to a file instead of a web page. If you see an error that says something like "Web Page Detected" in the Download Manager window, you should turn on Link Checker via the DownloadMagic properties (See *Downloads Properties* on page 115). You may want to leave Link Checker on all the time, although it may cause a slightly slower performance on some systems.

STARTING DOWNLOADMAGIC

If it's enabled, DownloadMagic starts automatically when you begin downloading a file from the Internet. To enable or disable DownloadMagic, see *Downloads Properties* on page 115.

You can also click on a link and "drag" it to the taskbar icon. This automatically starts up DownloadMagic.

When you click on a browser link to download a file, the DownloadMagic window pops up.

If you want to change the download properties, i.e. you might want to queue all of your downloads so that you can start downloading when you are ready, see *Downloads Properties* on page 115.

ZIPSURFER

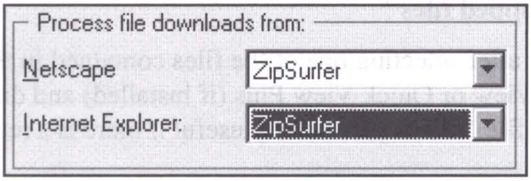
OVERVIEW

ZipSurfer is a plug-in for Netscape Navigator, Netscape Communicator, and Microsoft Internet Explorer that allows you to install, extract, view, copy, and delete newly downloaded Zip archives right from your Web browser.

ACTIVATING AND DEACTIVATING ZIPSURFER

You can activate ZipSurfer in Netscape Navigator/Communicator, or Microsoft Internet Explorer by following these steps:

1. Open ZipMagic 2000 Properties.
2. Click on the **Downloads** button.
3. Select **ZipSurfer** from the drop-down list for your browser:



Process file downloads from:

Netscape: ZipSurfer

Internet Explorer: ZipSurfer

4. Click **OK**.

OPERATING ZIPSURFER

ZipSurfer starts working from the instant that you start a download of a Zip archive until you're finished working with it.

Beginning a download

When you begin a download with your Web browser, ZipSurfer displays a Save dialog. The default is to save the Zip archive to the folder in which you saved your previous Zip archive download (the first time you use ZipSurfer, it will default to your `Temp` folder, `C:\Windows\Temp`), but you can specify an alternate folder by typing its name in the box. You can also browse your system for an alternate folder by clicking the browse button to the right of the name box. If the download completes while you're selecting a folder, the archive will be moved to the selected folder when you make your selection.

While the download is taking place, ZipSurfer will mark the percentage completed in the browser's titlebar and in the taskbar.

You can use the following ZipSurfer commands only if you check the **Open Archive upon completion** box in the Save dialog.

- **Installing the contents of a Zip archive**

If you are new to computers in general, or Zip archives in particular, you will find the **Install** command convenient. By clicking **Install**, ZipMagic launches the installation program (if there is one).

- **Extracting the Zip archive**

You can extract the Zip archive by clicking **Extract**. This opens the **Extract** dialog box. You can also extract individual files by selecting them, and then clicking **Extract.**

- **Viewing zipped files**

Clicking **View** after selecting one of the files contained in the archive will launch Quick View or Quick View Plus (if installed) and display the contents of the selected file. This is particularly useful if there is a readme file included in the archive.

- **Copying the Zip archive**

To copy the Zip archive to a different folder on your system (and rename it, if you wish), click **Save as**. A dialog box will prompt you to type a destination. You can type the path of a different folder, a new name for the Zip archive, or both. You can also browse your system for a specific folder by clicking the browse button to the right of the name box. After you type the new path, click **OK**.

- **Deleting the Zip archive**

Clicking **Delete** will delete the Zip archive. A dialog box will prompt you to verify your decision to delete the archive. Select **Delete** to permanently delete the file. Select **Recycle** to send an item to the Recycle Bin.

Closing ZipSurfer

When you're finished with the download, click the **Back** button on your browser to resume surfing.

WARNING

Clicking the **Back** *button while a download is in progress will stop the download. If you want to continue browsing while using ZipSurfer, you can open ZipSurfer in a new browser window. Right-click on the link to the file (or the Download button, depending on the site you're using), and select* **Open in New Window**.

Chapter 11: Virus Checking

Viruses are the bane of the computer world. People with few scruples and far too much free time write programs that are designed to hurt you. Viruses can destroy or corrupt files, wipe off hard drives, slow your computer down, and do other really obnoxious and destructive things.

Most viruses won't even tell you they are on your system. They arrive hidden on diskettes or in legitimate files such as word processing or spreadsheet files, waiting to infect your computer and propagate themselves. Most viruses you receive will probably also be downloaded from the Internet or copied from diskette inside zipped or compressed files.

The best way to protect against viruses in compressed files is by scanning inside the files before you extract them.

ZipMagic 2000 provides the following levels of anti-virus protection:

- With ZipFolders enabled (**View zips as folders**), you can run your regular virus scanner from Windows, the way you always run it. The scanner will see all zip files as folders and will scan inside them. It will also scan zip files that are *inside* other zip files.
- You can scan any open zip file from ZipWindow. To do this, you must first set up the command-line virus scanner command in the Properties for Virus Scanner (see *Anti-Virus Properties* on page 115).
- You can set up ZipMagic and DownloadMagic to automatically scan zipped files. ZipMagic can automatically scan files as they are extracted. DownloadMagic can automatically scan files as they are downloaded.

SETTING UP THE VIRUS SCANNER

To enable the virus scanning capabilities from within ZipMagic, you need to do the following:

1. From ZipWindow, open the Properties by selecting **View→Properties**.
2. Click on the Anti Virus properties tab.
3. At the Anti-Virus command line, enter the command-line version of the anti-virus program you have. Click on the **Samples** button to view some samples of the most common anti-virus programs. For example, if you run Norton AntiVirus™, you might enter:

   C:\program files\Norton Antivirus\NAVW32

MANUAL SCANNING FROM ZIPWINDOW

1. First, set up the Virus Scanner properties with the appropriate command (see previous instructions).
2. With the zip file open in ZipWindow, select the menu option **Actions→Advanced→Virus Scan...**. If the command is correctly set up, ZipMagic will use your scanner to scan the current file.

SETTING UP DOWNLOADMAGIC TO AUTOMATICALLY SCAN FOR VIRUSES

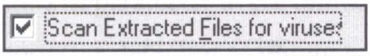
1. First, set up the Virus Scanner properties with the appropriate command (see previous instructions).
2. Open the properties by selecting **View→Properties**.
3. Click on the **Downloads** tab.

4. Click on the next **Downloads** tab.
5. Check the box labeled **Scan files for viruses**. Click **OK**.
6. Now any time you download a file using DownloadMagic, it will scan the contents of the file for viruses.

AUTOMATICALLY SCANNING EXTRACTED FILES

In order to scan files as they are being extracted, you must use the ZipExtract Wizard. This Wizard has a special checkbox in its Properties window.

1. First, set up the Virus Scanner properties with the appropriate command (see previous instructions).
2. Next, with the zip file open in ZipWindow, start the ZipExtract Wizard.
3. Select the zip file name in the first dialog, and click **Next**.
4. Browse to the location in which to store the extracted files. Select the directory.
5. Click on the **Properties** button. In the Properties dialog, make sure the box labeled **Scan extracted files for viruses** is checked.



☑ Scan Extracted Files for viruse

6. Fill out the other information as necessary and click **OK**, then click **Next**.
7. ZipMagic then extracts and scans the files. When it is finished scanning, it pops up a message giving the status of the scan.

Chapter 12: The Command Line

Even with the advent of Windows and the mouse-click environment, some users still prefer typing commands rather than mouse-clicking their commands. For those power users (and we know you're out there), we have provided some DOS-based zip commands, complete with appropriate parameters. All you have to do is pop up a DOS window and start typing commands.

There are two ways to run ZipMagic commands from a DOS command line:

- The command line version must be run with ZipMagic installed, and includes advanced features such as spanning, using batch files as input, and viewing contents. These commands are ZMZIP, ZMUNZIP, and ZMSFX.
- The stand-alone DOS programs do not require ZipMagic installed. They include only basic zip and unzip functionality. These commands are ZMZIPD and ZMUNZIPD. They are not documented here, but you can run them with a -h parameter to see online help.

The Installation directory (the default is C:\Program Files\ZipMagic 2000) contains the DOS programs. To run them, open a DOS window or boot your system to DOS (in Windows 95/98), or open a Command Prompt (Windows NT) and run the desired command. (You may need to set up the PATH information in your *autoexec.bat* file so you can run the commands from any location.)

The commands are:

- **ZMZIP:** Zip a file or group of files.
- **ZMUNZIP:** Extract files from a zip file.
- **ZMSFX:** Create a self-extracting executable and add files to it.

NOTE

You cannot copy these programs to a diskette and install them on another computer. They must be installed in the ZipMagic installation directory to work. For a stand-alone DOS program use the ZMZIPD.EXE and ZMUNZIPD.EXE programs, also located in the ZipMagic installation directory.

THE ZMZIP COMMAND

Usage

```
ZMZIP [Options] zipfile <zipfile.zip> <file1,file2,file3,...>
```

About file names

The list of file names is delimited by commas or semi-colons. File names containing spaces MUST be enclosed in quotes. File names not containing spaces can optionally be enclosed in quotes.

Example:

```
zmzip -av myfile.zip “long file name.ext”,
reallylongfilename.ext,myfile.dat,”this is my file.ext”
```

Options

-[a|A|f|u|v[1|2,p]|R]**action** to take

a add (default)
A add only files with the archive attribute bit set
f freshen (newer)
u update (newer and missing)
v view (display content to console)
for the view option there are extra qualifiers:
1 - list contents with full information (default)
2 - list just the file names contained in the archive
p - pause after displaying 20 lines
R - remove password from zip file
(all other options ignored during this operation)

zipfile (required) name of zip file to work on (with optional path)
(the -A is optional if the zipfile name is the first argument)

-B[h,s,*]	attribute filtering (default to include all hidden and system files) h - hidden s - system * - reset the attribute bit off after processing
-d	DOS format names (8.3)
-e[4|3|2|1|0]	compression 4 - max compression (slowest) 3 - normal 2 - fast 1 - superfast 0 - none
<files>	(required) comma (or semi-colon) separated list of files to zip (wildcards permitted) (the -F is optional if the FileList names are the last argument)
-h|?	help h and ? give console help W provides Windows help
-k	preserve date
-m	move (delete original after zipping) (can be combined with actions: a, A, f or u)
-n [f,r]	include paths f - include full path, except drive letter r - include relative path from current working directory (when no -n argument is specified, no paths are included)
-r	include files in subfolders
-s<pswd>	password
-@<file>	response file for file names

Examples

```
c:\> zmzip -u -e4 myzip.zip *.bmp
```

(Update the zip file *myzip.zip* with any new files in the current directory ending in .bmp. Maximum compression.)

```
c:\> zmzip -R coolzip.zip
```

(Remove the password from the zip file. ZMZIP prompts you for the password.)

THE ZMUNZIP COMMAND

usage:

```
ZMUNZIP [Options] ZipFile FileList...
```

options:

-D<folder>	extract folder (defaults to same folder as zipped files)
-d	preserve original paths
-[e|f|u|v][1|2,p]	action to take e - extract selected files f - freshen (newer) u - update (newer and missing) v - view (display content to console) for the view option there are extra qualifiers: 1 - lists contents with full information (default) 2 - list just the file names contained in the archive p - pause after displaying 20 lines
-h|?|W	help h and ? provide console help W provides Windows-based help
-m	move (delete from archive after extraction) (can be combined with actions -e, -f or -u)
-o	confirm before overwrite
-@<file>	response file for file names

Required arguments:

<zipfile>	name of zip file to extract from
<filelist>	list of files to extract (separators [,|;|:], wildcards permitted) “” optional for DOS names, must be used for long names with spaces

Examples

```
c:\> zmunzip myfile.zip
```

(Unzip the files into the current directory)

```
c:\> zmunzip myfile.zip c:\temp
```

(Unzip the files into the temp directory)

```
c:\> zmunzip -m myfile.zip *.bmp c:\temp
```

(Unzip only .bmp files into the temp directory, and remove them from the zip file once they are extracted.)

THE SELF-EXTRACTOR (ZMSFX) COMMAND

This command can either create a self-extracting executable from the provided list of files, or it can convert a zip file to a self-extracting executable.

Usage

```
ZMSFX [Options] SfxFile FileList...
```

Options

-Z<zipfile>	name of zip file to convert to self -extracting
-D<default path>	default path embedded in sfx
<files>	(required) comma separated list files of to zip (wildcards permitted) (ignored if -Z is specified)
-h|?	help
-m	move (delete source zip when finished converting to sfx) (used only when the -Z option is specified, ignored otherwise)
-M<msg> | @<file>	message embedded in sfx (or response file containing message text
-o	confirm before overwrite
-R<file>	file to run after extraction
-s<pswd>	password (ignored when -Z is specified)
-S<size>	chunk size in KB
-X[1|2|3]	EXE type 1 - DOS 2 - Win 3.1 3 - Win 9x and NT
-n<root path>	make the current path the "root"
-Y<title>	title embedded in sfx
-@<file>	response file for file names
files	list of files to add to sfx

Examples

```
c:\> zmsfx -o -sgeorge -Rsetup.exe mysfx.exe *.dll,*.exe
```

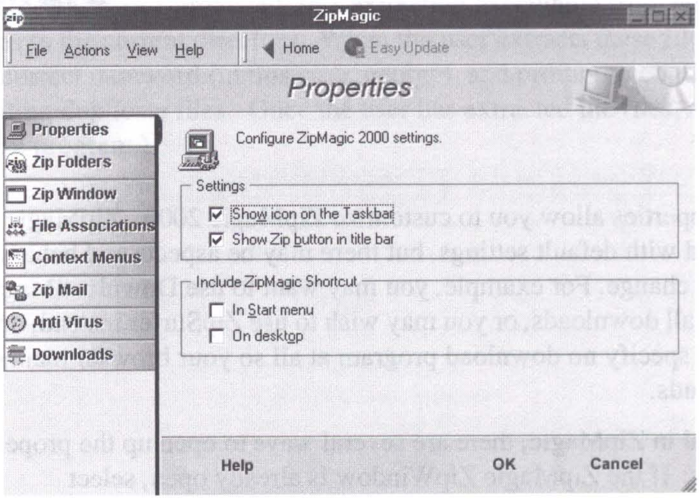
(Create the password-protected, self-extracting executable from all .dll and .exe files in the current directory. When the user extracts these files, prompt for the correct password (in this case, george), and prompt to confirm before overwriting duplicate files. Once the user has extracted the files, run the setup.exe program.)

Chapter 13: Properties (Customizing ZipMagic)

The Properties allow you to customize ZipMagic 2000. ZipMagic comes pre-installed with default settings, but there may be aspects and behavior you want to change. For example, you may want to use DownloadMagic to control all downloads, or you may wish to use ZipSurfer instead, or you might want to specify no download program at all so your browser manages downloads.

As usual in ZipMagic, there are several ways to open up the properties window. If the ZipMagic ZipWindow is already open, select **View→Properties**. You can also select **Properties** from the tray icon menu, the taskbar button, the **Start→Programs→ZipMagic 2000** menu, or the context menu. In short, there are lots of ways to access ZipMagic properties.

Once you open the Properties dialog, you see a column of buttons down the left side of the window. If you click on any of these buttons, you see a new window corresponding with that button:



Configure ZipMagic 2000 settings.

Settings
☑ Show icon on the Taskbar
☑ Show Zip button in title bar

Include ZipMagic Shortcut
☐ In Start menu
☐ On desktop

The following sections describe the properties associated with each button:

PROPERTIES (GENERAL)

Show icon on the Taskbar/ Show ZipMagic Icon	Select this option if you wish the ZipMagic taskbar icon to appear in the Windows 95/98/NT system tray or on the Windows 3.x desktop. Right-clicking the ZipMagic icon displays a context menu with which you can quickly select ZipMagic options.
Show Zip button in titlebar	Select this option if you wish to enhance Windows Explorer and file open/save dialog boxes by adding a zip menu button to their title bars. ZipMagic settings can be easily accessed from this button.

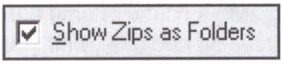
Include ZipMagic Shortcut:

- In Start Menu: Include a shortcut to run ZipMagic directly on the Start menu.
- On Desktop: Add an icon for ZipMagic on the desktop.

ZIPFOLDERS

SETTINGS

The setting that defines whether ZipFolders is actually enabled is:



☑ Show Zips as Folders

If this box is checked, then Zip files are shown on your system, in the Windows Explorer, PowerDeskTM (an Explorer-type of program), and in Windows as other folders (ZipFolders). Also, you can then modify the other ZipFolders properties.

If this box is not checked, thenZipFolders is disabled and Zip files appear as regular files. The other ZipFolders properties are completely disabled, too.

Show Zips as Folders	
Display compression/ uncompression animation	Select this option if you wish ZipMagic to display a small animation in the upper left corner of your screen when it is busy compressing or decompressing large files.
Treat Read-Only Zip files as Read-Only Zip folders	Some archives are marked with the Read-Only attribute. This prevents the file's contents from being changed. Select this option if you wish to have ZipMagic apply the Read-Only attribute and protection to each file inside the Zip folder when the corresponding archive has the Read-Only file attribute.

HOT KEYS

Hotkeys are keyboard combinations that, when pressed, activate certain ZipMagic features or change settings.

To set a hot key, click on the hot key field and press the keys on the keyboard you wish to use as the hot key combination. The hot keys will be displayed as you type.

Examples:

Ctrl-K

Alt-Shift-T

The following hot key options are available:

Show Zips as folders	This option allows you to quickly enable or disable Zipfolders.
Run ZipMagic	This option offers a fast way to launch and display the ZipMagic ZipWindow.
Flush cached information	This option allows you to flush all of ZipMagic's cached information, including any passwords that you entered to access encrypted files. This is useful if you want to make sure that passwords you entered to access encrypted files are no longer remembered by ZipMagic. NOTE: The display of some archives' contents might be a little slower after taking this action.
Display hotkey notification message	With this option, using a hotkey prompts ZipMagic to deliver a message that it has carried out the command assigned to that key.

DRIVES

You may not want to see the contents of Zip archives on certain drives, even when ZipFolders is enabled. The **Drives** tab lets you select the drives for which ZipMagic should display Zip archives as Zip folders. All drives are selected by default; un-check the checkbox to de-select any drive(s).

You can select/deselect drives in groups, too. For example, un-checking the option **Floppy Drives** causes all removeable disk drives to be un-checked.

SCHEDULE (DISABLING ZIPFOLDERS)

You can schedule a period of the day that ZipFolders disables itself. After the disable period ZipFolders enables itself again automatically. This feature is useful if you are running certain activities at a certain time of the day during which you do not wish to have ZIP files presented as Zip folders (backups or drive defragmentation for example).

The options are as follows:

From	Set the time at which ZipMagic disables itself. Hours are in military time, and can be set between 0 and 23. Minutes can be set between 0 and 59.
Until	Set the time at which ZipMagic will enable itself. Hours can be set between 0 and 23, and minutes can be set between 0 and 59.
Ignore the scheduled disable period	Check this option to keep ZipMagic enabled continuously regardless of the scheduled disable time.

APPLICATIONS

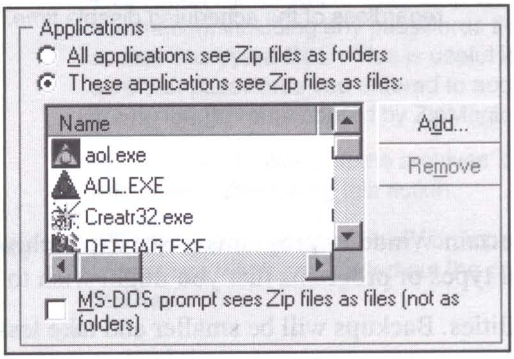
You can select certain Windows programs to see Zip archives *only* as files. There are several types of programs that you might wish to exclude:

- Backup utilities. Backups will be smaller and take less time to complete if they back up archives themselves instead of individually backing up the files contained in the archive.
- Email programs. When not using Zip&Mail, ZipMagic must be disabled to send a zipped email attachment.
- Disk utilities. Programs such as ScanDisk and disk defragmenters gain no benefit from seeing archives as Zip folders.

- File indexing programs. These utilities will run more efficiently if they do not index the contents of archives (although you may wish to index zipped files).

All applications see Zip files as folders	Select this option to have ZipMagic present Zip archives as Zip folders to all programs.
These applications see Zip files as files (not as folders)	When selected, the programs in the list see Zip archives as individual Zip files, and not as Zip folders. As part of the installation, ZipMagic adds several applications known to perform better this way. To remove a file from the list, select the file, then click **Remove**. To add a file to the list, see the following section.
MS-DOS prompt sees Zip files as files (not as folders)	In Windows 95/98, this option causes DOS shells and DOS programs to see Zip archives as files. In Windows NT, MS-DOS shells and programs, and 16-bit programs see Zip archives as files.

The following figure shows an example of the application exclusion list:



Applications

○ All applications see Zip files as folders

● These applications see Zip files as files:

Name
aol.exe
AOL.EXE
Creatr32.exe
DEFRAG.EXE

☐ MS-DOS prompt sees Zip files as files (not as folders)

To add a program to the exclusion list, follow these steps:

1. Click **Add.**
2. Locate and select the program to add to the exclusion list. The folder tree has all the items in your Start menu. To add an item that is not in the Start menu, click **Browse**, then locate and select the item. Click **Open**.

3. Click **Add.**
4. When you have finished adding items to the exclusion list, click **Done.**

ZIPWINDOW

Confirm before deleting files	Pop up a confirmation dialog before deleting any files in the archive.
Beep after archive operations	Beep after any add, remove, etc. operations to the archive file.
Use local folder (not temp folder) when editing a file in an archive	Allow you to determine which is the temporary edit file for editing a file stored in an archive.

FILE ASSOCIATIONS

Associate Zip files with ZipMagic	...so if you double-click on a Zip file, ZipMagic is the activating program. Select this option if you would like ZipMagic as your default program for opening Zip files. **Open Zip with Explorer:** If you double-click on a zip file/zip folder in Windows Explorer, ZipMagic opens the file. **Open Zip with ZipMagic:** specifies that ZipMagic ZipWindow should open the archive. .
Associate (extension list) files with ZipMagic	...so if you double-click on a file with any of these extensions, ZipMagic is the activating program.

CONTEXT MENUS

The ZipMagic context menus are available to you to simplify certain tasks you can perform with ZipMagic. Which ZipMagic menu is available in the context menu (right mouse click menu) of files and folders depends on the type of files or folders.

From the **Context Menus** tab you can select which ZipMagic commands appear in context menus. The options are as follows:

Menus	Check the menus items that you wish to display in context menus. Deselect the commands that you wish to remove from the context menus. The online help describes the context menu items in detail.
Show menus in a cascaded popup menu	When this option is selected, you'll first see a **ZipMagic** option on the context menu. When this option is not selected, the main ZipMagic commands appear in the context menu.
Use Wizards	You have a choice as to the type of assistance you get when you select a Context Menu option. If you are a novice, you might prefer to check this box, and any options possible will use the ZipMagic wizards rather than the standard query dialogs.

EMAIL PROPERTIES

The checkboxes you see in this window load/unload the EMail plugin for the specified email program.

ANTI-VIRUS PROPERTIES

Enter the command-line command for your anti-virus program. If the command line is not documented in your anti-virus program manual or online helps, you may have to call the vendor for the information. You can click on the Samples button for an example of each of the most popular anti-virus program commands.

This information is necessary if you want to be able to scan for viruses from ZipWindow.

DOWNLOADS PROPERTIES

DownloadMagic pops up a separate window when you begin downloading something from the Internet if you are using Internet Explorer 3.0 or above, or NetScape Navigator. In this window, you can watch the download progress, queue multiple downloads to begin later, or re-start a failed download where it left off.

ZipSurfer is only for zip files, and it is a convenient way to download, extract and install zip files with just a few steps.

With Downloads Properties, you can configure several aspects of downloading files from the Internet. The Downloads properties window is broken into several categories:

BROWSER

Process file downloads from	Select the type of download program you would like for your browser from the drop-down lists.
Action	For DownloadMagic only: This selection determines how and when do actually perform the download of the selected file(s). You can download immediately, queue them up for later, or have DownloadMagic ask for a non-default destination and then download.
Link Checker	Turns the Link Checker on/off. Link Checker verifies that download links are really that and not just a link to another web page (if the link has a .zip or .exe extension, this can be a little tricky to determine). You may want to turn this option off as it can slightly affect system performance.

FILE TYPES

Monitored files	This is the list of file types that DownloadMagic will watch for. Defaults to .zip and .exe.
Add New File Type	Type in the extension of a new file type you would like DownloadMagic to watch for (example: .com).

DOWNLOADS

Download Directory	The default directory for downloading files.
Concurrent downloads	The maximum number of files to download at the same time.
Anonymous FTP ID	Usually your email address; if you sign on to an FTP site as a guest, you must enter an ID.
Scan files for viruses	To use this, you must have the command-line virus checking information set up correctly in the Anti-Virus properties.

PROXY

This is for proxy servers.

Type	The type of proxy server. You can fill in settings for each type of proxy server you may have (FTP or HTTP). Check the Enabled box to enter the settings.
Proxy server	The name or IP address of the proxy server.
Port	Some configurations may have a specific port as well as a server. Enter that port number here.
Name	If you have a specific name for logging into your proxy server, enter that here.
Password	Enter the password associated with the entered name for logging into your proxy server.
Load defaults	This button will be enabled if ZipMagic detected Internet Explorer settings for that type of proxy. When you click on it, it will incorporate those settings into the dialog.

RETRY

Retries	The maximium number of times a download may fail or time-out before DownloadMagic stops the download.
Seconds between	The number of seconds between retries.

TIMEOUTS

Connect	The maximum number of seconds that DLM will wait for a connection with the server where the desired download file resides. If it fails, it will retry the number of retries set in the Retry properties. Generally if it takes longer than 60 seconds there is probably a problem with the server or connection.
Response	The maximum time between when a request is made and when it is filled. If it fails, it will retry the number of retries set in the Retry properties. Generally if it takes longer than 60 seconds there is probably a problem with the server or connection.

Chapter 14: Glossary

application	*Application* is a more technical term for *program*.
click	To click an item means to point to it with the screen pointer, and then quickly press and release the left mouse button once.
context menu	Also called a context-sensitive menu, or a shortcut menu, a context menu includes the commands that are commonly associated with an object on the screen. To activate an item's context menu, point to it with the screen pointer, then press and release the right mouse button once.
double-click	To double-click an item means to point to it with the screen pointer, and then quickly press and release the left mouse twice.
extract	To extract is to return a compressed file to its original state.
folder	*Folder* is used throughout this guide as a standard Windows 95/NT term, and is equivalent to the Windows 3.x term, *directory*.
hard drive	ZipMagic can compress data on most kinds of storage devices (e.g. hard drives, floppy disks, magneto-optical disks, and other high capacity storage disks and cartridges), but to keep the directions simple, and to reflect the most common use of ZipMagic, the term *hard drive* is used throughout this guide to represent all these media.
path	A path is like a street address system for your computer. Paths can identify a drive (e.g. `C:\`), a folder (e.g. `C:\Temp`), or file (e.g. `C:\Windows\ftp.exe`).
right-click	To right-click an item is to point to it with the screen pointer, and then quickly press and release the right mouse button once.
select	To select an item is to identify to the computer one or more files or folders that you want to do something with. This is usually done by pointing to an item with the screen pointer, and then quickly pressing and releasing the left mouse button once.

unzip	To *unzip* is to extract (see *extract*) a Zip archive.
UUencode	Many file formats are 8-bit (also called *binary*) which means that the basic unit of information—a byte—comprises 8 on/off signals. Email, however, is a 7-bit (or *text*) medium, preventing the transfer of 8-bit data. UUencoding, however, compensates for this restriction by converting 8-bit data into 7-bit data. UUencode accomplishes this by joining all of the file's bits together into a single stream, and then dividing the stream into 7-bit chunks. The data are then emailed and received by someone who must UUdecode it. Much like UUencoding, UUdecoding works by joining all of the file's bits together into a single stream, and then dividing the stream up into 8-bit chunks, returning the file to its original state.
Windows	*Windows* is used throughout this guide to represent Windows 3.x, Windows 95, Windows 98 and Windows NT, unless otherwise stated.
wizard	A wizard is a series of dialog boxes that guides you step by step through a procedure.
zip	To zip (notice the lowercase *z*) a file is to compress it into an archive so that it occupies less disk space. Normally, a file cannot be used when it is zipped, but zipped data can be used when running ZipMagic 98.
Zip archive	An archive of one or more Zip-compressed files. Depending on whether ZipMagic is enabled, an archive may appear as a single file or as a Zip folder.
Zip file	A Zip archive that Windows presents as a single file. A Zip archive will appear as a file when ZipMagic is disabled. Its contents can not be accessed unless ZipMagic is enabled, or the archive is decompressed.
Zip folder	A Zip archive that Windows presents as a folder. A Zip archive will appear as a folder when ZipMagic is enabled. The contents of a Zip folder can accessed like the contents of any other folder.

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